

2
3 **Selectboard Meeting**
4 **January 3, 2013 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Catherine McMains (Chair), Kim Mercer, Tim Nulty

8
9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Jessica Alexander, Stuart
10 Alexander, Josh Schultz, Chuck Gregory, Gary Irish, Joe Flynn, Christine Forde, Randy H. Clark, Randy E. Clark,
11 Christal Clark, John Angelino, Jim Barrett, Jerry Russin, Beverly Paradee
12

13 The public hearing was called to order by Ms. McMains at 7:04 p.m.
14

15 **1. Public Hearing - Proposed Fiscal Year 2014 (FY14) Capital Budget and Five Year Plan.**

16 Ms. McMains asked for public input and there was none.
17

18 Ms. McMains closed the public hearing and called the regular meeting to order at 7:05 p.m.
19

20 **2. Public Comment.**

21 There was none.
22

23 **3. Continuation of Creekside Road Status Discussion.**

24 Mr. Odit said the residents asked the Town to take over Creekside Road at the last meeting. He stated he
25 consulted with the Town's attorney, who said the Town intended to accept the road and has an obligation to do
26 so. Mr. Odit said that if the Selectboard accepts that premise, he can work with Mr. Palmer who would need to
27 deed the road to the Town for the Selectboard to accept. He stated the attorney advised the Town not maintain
28 the road until that is done. He said Mr. Palmer was agreeable when he spoke with him. Mr. Odit discussed how
29 to proceed and the possible timing. Ms. McMains asked who is plowing the road now. Mr. Odit responded that
30 Mr. Palmer is.
31

32 Mr. Nulty arrived at 7:07 p.m.
33

34 Ms. McMains said it needs to be clear that the road will be evaluated and prioritized with the other roads in the
35 spring. Mr. Odit agreed, noting the Town would be accepting the road as is. The Selectboard and Mr. Odit
36 discussed the road and the money that is being held in escrow. Mr. Nulty suggested a possible addendum to the
37 agreement to allow the Town to use the money in escrow to maintain the road, rather than letting it sit idle until
38 the road gets paved. Mr. Odit said he would discuss the possibility with the Town's attorney. The Selectboard
39 agreed to proceed as recommended.
40

41 **4. vTrans Presentation & Discussion of Vermont Route 15/Browns Trace Road Intersection Project.**

42 Mr. Schultz, Project Manager with vTrans, gave a timeline of steps taken on the project to date, including: holding
43 a 502 hearing, developing plans, and sending a letter to the Selectboard with public comments and responses.
44 He stated some of the comments are reflected on the plan. He said the purpose of this meeting is to discuss the
45 status of the project and provide an opportunity for more public comment.
46

47 Mr. Gregory gave some background on the project, noting a dedicated left turn lane would be developed and
48 constructed. He said there would be a widening of the shoulders and some banking. He stated the existing box
49 culvert will be improved, along with other miscellaneous drainage improvements. Mr. Gregory said the
50 dedicated left turn lane is intended to address the trend of westbound rear-end crashes. He discussed the

51 visibility and the trends at the intersection. He said the added lane provides a safer area to turn and increases
52 visibility at the intersection.
53

54 Mr. Gregory said the 502 hearing comments resulted in some changes. He said there was a dedicated right turn
55 lane on Browns Trace Road, but comments indicated the lane would block vision, so it was removed. He stated
56 there were also comments about a signal, noting the intersection is close to meeting some requirements for a
57 signal. Mr. Gregory said they will run the infrastructure for a signal to be installed in the future, when it is
58 warranted. He said there were also comments about the speed limit. He stated vTrans did a speed study and
59 determined the speed limit is appropriate, so no change is proposed. Mr. Gregory discussed the next steps in the
60 process, noting construction is anticipated in 2015.
61

62 Mr. Nulty asked if the reason it is two years out is solely financial. Mr. Schultz discussed the timing, noting
63 permits, rights of way, design, etc. He noted the legal process and federal rules, saying sometimes projects can
64 go faster. Mr. Nulty asked about the dotted line on the plan. Mr. Schultz responded it is the ditch. He said
65 stormwater treatment is part of the project. He said they will do that with grass ditches, which are easy to
66 maintain and look natural.
67

68 Ms. McMains asked about the poster with the vehicles. Mr. Gregory said those show typical sections. He
69 discussed what each picture shows. He stated there will be two travel lanes 11' wide and eventually the
70 dedicated turn lane will become 11' wide. He explained other aspects of the photographs. Mr. Schultz noted
71 Browns Trace Road will remain two lanes, but they will build the infrastructure for the future additional lane, if
72 needed. He discussed how it could work in the future, stating the area will be grass after this project is done.
73

74 Ms. McMains asked what kind of guardrails will be used. Mr. Gregory said they will be the typical steel
75 guardrails. Ms. McMains asked about other types. Mr. Schultz said vTrans is doing away with those because of
76 safety issues. He said they will be galvanized and will dull down over time. He noted some design challenges
77 with historic properties nearby, noting they worked hard to minimize the impacts to the properties. Mr. Schultz
78 stated the utility pole serving the area will need to be moved. He said they are trying to determine where to
79 relocate it. He discussed drainage. Mr. Gregory noted they will also put in a curb along the side of the road to
80 help collect runoff. Ms. Mercer asked about the cost of the project. Mr. Schultz estimated around \$1 million,
81 noting it is still early in the process for estimates. He stated they will be doing full reconstruction, which will be
82 worth it in the long run.
83

84 Ms. Clark asked what would be done to help traffic coming off Browns Trace Road turning left. She said currently
85 traffic will stop sometimes, but that is less likely with three lanes. Mr. Schultz discussed the improvements and
86 how they will help those turning left off Browns Trace Road. He discussed waiting times; saying free flowing
87 traffic should help it open up more often. He said if volumes increase there will be a signal. Mr. Shultz said they
88 are looking at the big picture. He said this is not a perfect solution for all users, but it is a good solution as a
89 project as a whole.
90

91 Mr. Nulty said it sounds like a signal is the right answer. He asked if there are other things that can be done
92 between this and a signal. Mr. Schultz said he thinks the next step is a signal. He said there probably are other
93 things, but none that would have a big enough impact. He said this is the mid-cost solution. Mr. Nulty asked
94 about traffic trends to understand how fast it is growing. Mr. Schultz discussed the timing, noting they will
95 monitor the intersection. Mr. Gregory said it will be set up to be able to install a signal quickly.
96

97 The Selectboard discussed traffic. Mr. Schultz stated a lot of towns request signals when they are not warranted.
98 He discussed the reasons that trigger a signal. Mr. Nulty stated the Town has a location that does warrant a
99 signal; the intersection of River Road and Route 15. Mr. Odit clarified the Town's studies have determined it is
100 warranted. He said it looks like limits of the existing asphalt are being widened on Browns Trace Road. Mr.

101 Gregory discussed the width of the asphalt, noting it will be wider than it is currently. Mr. Schultz noted it is to
102 accommodate tractor trailer trucks at this intersection.
103

104 Randy E. Clark stated that currently on Browns Trace Road, at the intersection, cars automatically make two lanes
105 on their own. He suggested if it is not warranted safety-wise, a barrier should be there. He said the only thing
106 inhibiting vision at the intersection is the utility pole. Mr. Schultz stated that will be moved. He said the
107 geometry will be better to keep people in one lane. Mr. Nulty asked if doubling up is a bad thing. Mr. Schultz
108 said he is not sure if it is illegal. He discussed when it can be bad. He stated there was strong opposition at the
109 502 hearing against a right turn lane off Browns Trace Road. Mr. Schultz said it will be graded so a lane can be
110 added easily in the future, noting the permits will be in place. He discussed future improvements.
111

112 Randy H. Clark said the speed limit was discussed at the 502 hearing. He discussed concerns with vehicles taking
113 a left turn off Browns Trace Road onto Route 15 with a vehicle in the left turn lane on Route 15 blocking visibility.
114 He suggested changing the speed limit to 35 miles per hour (mph) from Villeneuve's to the Merchants Bank to
115 see what it does to the safety of this intersection. Mr. Clark noted that most of the survey work was done in
116 2008 and prior. He said he presented fire department records indicating traffic has slowed and there have been
117 fewer accidents since the new sign was installed. He stated the only response he received indicated a traffic
118 survey was done and 85% of vehicles are traveling 45-48 mph.
119

120 Randy H. Clark expressed concern about people and businesses nearby. He said nothing will slow traffic, so it will
121 be going 50 mph with the continuous lane. He discussed concerns with no signal or slow down, noting it will be
122 dangerous. Mr. Schultz responded to concerns and discussed right of way at the intersection. He also discussed
123 visibility and rules of the road. He said they obtained updated crash data and noted the same trends. Mr. Shultz
124 said it gives them confidence in this design solution.
125

126 Randy H. Clark asked if you want to slow traffic, don't you lower the speed limit. Mr. Schultz discussed how the
127 speed limit is set and how it can be lowered. He stated the current speed limit is appropriate. Mr. Clark asked
128 how fast Mr. Shultz drove on his way to the meeting. Mr. Schultz responded he went the speed limit. Ms.
129 Mercer asked whether there is a legal reason not to lower the speed limit below the median travel speed. Mr.
130 Schultz stated it is a vTrans standard, based on data and other considerations.
131

132 Mr. Nulty noted the severity of T-bone crashes is worse than rear-end crashes. He said the changes might reduce
133 the number, but increase the severity. Mr. Schultz said he does not think so, noting the dedicated turn lane will
134 provide those turning left a refuge. He said now they are taking risks they wouldn't have to. He discussed
135 current concerns for those turning left onto Browns Trace Road. Mr. Nulty said he understands the logic, but he
136 can see a situation where this will happen. He discussed an example.
137

138 Ms. Mercer stated there is heavy traffic all along Route 15 and that intersection provides intervals for the other
139 businesses along Route 15. She discussed examples, noting there are gaps because of stopped traffic at the
140 intersection. She stated the solution is a signal. Mr. Nulty asked how many T-bone crashes it will take to get a
141 signal. Mr. Schultz said there is a crash warrant to get a signal, but the intersection does not meet it. Mr. Nulty
142 asked if it is numerical or severity. Mr. Schultz said he did not know. He said the solution they are proposing
143 should help make this a safer intersection and they are providing measures to improve it further in the future.
144

145 Mr. Nulty asked about the timing and the tests for a signal to be installed. Mr. Schultz said they will monitor the
146 intersection in the years to come, noting there are certain volumes that have to be met. Mr. Nulty asked if the
147 Selectboard can request evaluation with a letter. Mr. Schultz said they would look into it if they receive a letter.
148 He noted it is their road, but they work for the traveling public. Ms. Mercer said her concern is that they think of
149 this road as a highway and how many cars can move through; while it is the main vessel of our Town. She

150 discussed the uses of the road, noting she does not want people to go through the Town fast, but rather to visit
151 our businesses safely. Mr. Nulty noted the Town could take over the road.
152
153 Mr. Schultz said their goals are safety and mobility. He stated this intersection rose to the top 50 safety concerns
154 in the State. He said they are trying to keep people safe without throwing mobility out the window. Mr. Nulty
155 asked what the extra cost of adding a signal is. Mr. Schultz said he doesn't know, but it is not just about the
156 money, it is about the warrants also. He noted there is also a maintenance component and they have to look at
157 everything as an agency serving the entire State. Mr. Nulty and Mr. Shultz explored the possibility of the Town
158 incurring the cost of a signal. Mr. Schultz encouraged the Town to see how these improvements work first.
159
160 Mr. Schultz stated they keep a record of crashes that occur and they will monitor those after the changes are
161 made to see how they did. Randy H. Clark said he has four years of data from the fire department on crashes at
162 this intersection, noting: three in 2008; none in 2009; one in 2010; one in 2011; and two in 2012. He said the
163 fire department is called to any serious accident. He said there were injuries in 2008, minor injuries in 2012, and
164 none in the other years. Mr. Clark discussed accidents and the fire department's response. Mr. Schultz stated
165 their data is based on police reports, which includes fender benders. Mr. Clark and Mr. Shultz discussed the cost
166 estimate and the changes made to the plan since the previous hearing.
167
168 Randy H. Clark stated we need to stop traffic flow so others can pull out down the road. He said it does not
169 necessarily need to be for all day long, but it is hard to pull out into 50 mph traffic. Mr. Schultz said a signal
170 would be for all day. He discussed other considerations with a signal, including the surrounding properties and
171 fitting into the surroundings. He said a lot of considerations were taken into account in this design. Ms. Mercer
172 asked Mr. Shultz was familiar with the section of Route 15 in Essex that was taken over by the town. She asked if
173 a center turn lane could happen here. Mr. Gregory clarified what she was asking. Ms. McMains said it is not
174 wide enough. Mr. Schultz said it wouldn't be the norm in this type of an area, noting driver expectancy.
175
176 Mr. Odit asked if the Town could get a commitment from the agency to do a signal analysis in 3-5 years, assuming
177 the project goes forward like this. He said this would allow the Town to discuss the matter further with the
178 agency at that time. The Selectboard discussed the timing of when a signal might be warranted with Mr. Shultz.
179 Mr. Schultz agreed, asking the Selectboard to remind them to follow through. Ms. Forde noted that the Regional
180 Planning Commission (RPC) can also do a signal warrant analysis.
181
182 Randy H. Clark asked if the Selectboard has the authority to change the speed limit. Mr. Schultz said the
183 Selectboard has the ability to request another speed study. Mr. Clark asked whether they can ask the State to
184 reduce it. Mr. Schultz discussed how the Town can request a reduction in speed. Mr. Nulty noted the Town
185 speed limits can be challenged, so the Selectboard does not have complete authority over speed limits. Mr. Clark
186 said although it is not on this plan, a safety cross walk from Mills Riverside Park to Jolley Store was discussed. He
187 said it is a very popular place and there are a lot of kids there who cross the street. He asked Mr. Schultz to look
188 into it. Mr. Odit stated there will be a cross walk analysis in the spring. Ms. Mercer noted it is busiest in the fall.
189
190 Mr. Irish discussed appropriate speed limits in the past versus now. He stated there will be a couple of years
191 before these changes are constructed and asked what it would take to lower the speed limit to 40 mph as a trial
192 to see if it helps. He said when the trial is done you would have data you don't have now. Mr. Irish stated this
193 could be temporary and allow an opportunity to gather data. He noted it would also give people time to get
194 used to the change. He discussed varying speed limits in the area and enforcement. Mr. Irish noted there would
195 be no cost to it, other than the signs.
196
197 Mr. Flynn asked whether pull out opportunities change in accordance with speed, whether there are more at 35
198 mph or at 50 mph. He asked how cars stack up and discussed some examples. Mr. Schultz said he is not sure
199 there has been any analysis on that. He said his judgment is there is not a significant difference. Mr. Gregory

200 stated the perceived gap at lower speeds might be larger, but it has more to do with perception. Mr. Nulty said
201 there is not as much time to pull out when traffic is going by at a higher speed. He noted changes in speed cause
202 bunch ups and discussed an example.
203

204 Ms. Clark asked if any consideration was given to the high school being so close to this intersection. She noted
205 the constant flow of traffic, especially during high traffic time. She also noted adults versus high school students
206 making choices at the intersection. Ms. Clark expressed concern about children and other traffic hazards. She
207 stated the constant flow of traffic through there will create more traffic issues with a turning lane added. Mr.
208 Schultz said he appreciates the comments. Mr. Nulty formally requested that Mr. Shultz provide the Selectboard
209 with the incremental cost of adding a traffic signal. Mr. Schultz said he would. Ms. McMains thanked Mr. Shultz
210 and Mr. Gregory for their presentation. The Selectboard discussed traffic on Route 15.
211

212 **5. FY14 Budget Review and Discussion.**

213 Mr. Odit said there is a slight change from the last version, noting he learned the Town's share of the retirement
214 plans went up slightly. Ms. McMains said she saw the increase in benefit numbers. Mr. Odit stated he updated
215 the benefit sheets for the binders. He said it is not a significant change, totaling approximately \$2,900. He said
216 total spending is \$3,624,966, which is a 13% increase over last year. Mr. Odit noted the increase is mainly due to
217 capital projects. Ms. McMains noted that presumes the Selectboard sticks with the numbers. Mr. Odit
218 discussed the impact on the tax rate. The Selectboard and Mr. Odit discussed the budget briefly.
219

220 Mr. Odit noted the one item the Selectboard has not discussed is the request from Richmond Rescue. Ms.
221 McMains discussed the calculation used in the request, noting the number of calls responded to. She compared
222 the cost from Richmond and Essex Rescues versus the number of calls. The Selectboard discussed the
223 calculation and the request with Mr. Odit. The Selectboard asked Mr. Odit to contact Richmond Rescue to
224 discuss the amount requested. Mr. Odit agreed to follow up.
225

226 **6. Warn Special Election for Vote on Land Use and Development Regulation Amendments.**

227 Ms. Mercer asked how many signatures were on the petition. Ms. Alexander said there were 219, which is 5.5%.
228 Ms. McMains asked about the cost. Ms. Alexander said the ballots will be hand counted, so it will be the cost of
229 the four election workers. The Selectboard and Ms. Alexander discussed the timing of the vote. The
230 Selectboard discussed how to encourage people to vote, agreeing to publish a fact sheet. The Selectboard, Ms.
231 Alexander, and Mr. Odit discussed the requirements for a valid vote.
232

233 The Selectboard discussed concerns about how the vote was called and the possible impacts on the process.
234 After further discussion, the Selectboard agreed to encourage people to vote and distribute information on the
235 process, so that people interested in participating in the future could do so. The Selectboard also agreed to
236 write a letter to the editor of the Mountain Gazette. Ms. Mercer agreed to draft it for the other members to
237 review. The Selectboard discussed further the implications of the vote. They also discussed possible scenarios,
238 including timing. The Selectboard discussed the roles of the Selectboard versus the Jericho Planning
239 Commission (JPC).
240

241 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard approved the warning for the special**
242 **Town Meeting for a vote on Land Use and Development Regulation Amendments on February 5, 2013 by**
243 **Australian Ballot.** The motion passed 3-0.
244

245 **7. Approve minutes of 12/20/2012.**

246 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved the minutes of 12/20/2012 as**
247 **amended.** The motion passed 3-0.
248
249

250 **8. Other Business.**

251 Ms. Alexander commented on the warning of vote, noting that absentee ballots would start on January 18, 2013.
252 She recommended having the fact sheet available by then, since they cannot give out information at the time
253 votes are cast.

254
255 Ms. McMains noted there will be some outreach to engage the Town in a discussion about a walkable,
256 sustainable community. She said they will be looking for feedback on what the residents would like the Town to
257 be in the future. She noted the feedback would provide material for the Town Plan and structure for the JPC for
258 the future. Mr. Nulty agreed that is a good idea.

259
260 **9. Approve Warrants of 12/28/2012.**

261 The Selectboard members present signed the warrants.

262
263 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard adjourned at 9:15 p.m.** The motion
264 passed 3-0.

265
266 Respectfully Submitted, Amy Richardson

2
3 **Selectboard Meeting**
4 **January 17, 2013 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Catherine McMains (Chair), Kim Mercer, Tim Nulty

8
9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), David Villeneuve, Tom L'Esperance,
10 Don Messier, Kristopher Boushie, Jerry Russin, Lela McCaffrey, Richard Bernstein

11
12 The public hearing was called to order by Ms. McMains at 7:06 p.m.

13
14 **1. Public Comment.**

15 Colonel L'Esperance from the Vermont State Police (VSP) stated that Mr. Deeghan plead to a series of felonies
16 and is now in jail. He apologized to the Town on behalf of the VSP. He said Mr. Deeghan went to great lengths to
17 disguise his activities. Colonel L'Esperance stated they have looked as far back as they can at his activities and
18 they have a check at headquarters for the Town. He said he cannot give the Town the check until the legal items
19 are done, but all of the money will be returned. Colonel L'Esperance said the VSP will be better and discussed
20 internal controls implemented. He said they will continue to try to rebuild public trust.

21
22 Ms. Mercer asked Colonel L'Esperance to describe the safeguards implemented. Colonel L'Esperance stated they
23 audited every VSP time card for a period of time to ensure no one else was involved. He discussed what
24 supervisory controls have been implemented for each shift and how that has improved situational awareness.
25 He stated the Governor asked for an independent audit, which should be completed soon. Colonel L'Esperance
26 discussed how technology was one of the contributing factors and what has been done to ensure there are
27 appropriate checks and balances in place. He discussed changes to staffing and leadership training provided to
28 all staff. He said the VSP is headed in the right direction, but they will never forget this and will learn from it.

29
30 Ms. Mercer asked about getting GPS tracking for troopers with a lot of independence. Colonel L'Esperance said
31 technology has allowed them to move out of the office. He said they are looking into implementing auto vehicle
32 locator technology on the cruisers. He said they requested funding, but did not get it for this budget. Colonel
33 L'Esperance stated they will ask for funding again in the next fiscal year. Ms. Mercer discussed GPS tracking used
34 at Smuggler's Notch, asking if that type of technology might work for the VSP. Colonel L'Esperance stated the
35 technology is there, it is just a matter of getting the funding to put it on the cruisers. The Selectboard thanked
36 Colonel L'Esperance for the update and the efforts of the VSP.

37
38 Mr. Villeneuve asked for an update on the boundary markers that were removed from the border of his property
39 and the cemetery, which he brought to the Selectboard's attention a year and a half ago. Ms. McMains said they
40 are waiting on the Surveyor. Mr. Odit stated the survey has been done and he needs to contact the church to
41 sign the boundary line agreement. Mr. Villeneuve stated he has not heard anything since he brought the matter
42 to their attention. He asked for a timeline of when it will be completed. The Selectboard, Mr. Odit, and Mr.
43 Villeneuve discussed what needs to be done and the timing. Mr. Villeneuve expressed frustration with the
44 amount of time it has taken to get this taken care of. Mr. Odit said he hopes to get it done within the next 30
45 days. Mr. Villeneuve stated if there is not significant progress in 30 days, he will do what he needs to in order to
46 get this accomplished.

47
48 Mr. Villeneuve said he discussed some problems with the Selectboard and put his concerns in writing, but has
49 not heard anything since then. Ms. McMains said they told Mr. Villeneuve that they had spoken with the Energy
50 Task Force (ETF) and they had gotten an opinion from the Secretary of State. She said the materials in question

were heard in a public forum, not hidden, and they are sorry it happened. Mr. Villeneuve said the Selectboard promised they would investigate. He stated there is a lot more than the ETF not holding public meetings; the ETF is not following public meeting laws. Ms. McMains said the minutes are posted on the website. Mr. Villeneuve said there are more issues that need to be discussed and he asked to be heard in Executive Session. He asked the Selectboard to discuss the matter further. He said if they are not willing, he will solve the matter in other ways. Mr. Villeneuve noted that if the Selectboard did go to the Secretary of State, there is no discussion noted in the meeting minutes. Mr. Nulty disagreed with Mr. Villeneuve's assessment.

Mr. Villeneuve said he wants to discuss the matter further, in Executive Session or in open session. He said if the Selectboard is not willing to discuss it further, he will take steps accordingly. Mr. Nulty said he does not see how they can hold an Executive Session. Mr. Villeneuve said it is a discussion regarding personnel on the Jericho Planning Commission (JPC) and the Selectboard. He noted his general concerns about possible conflicts. The Selectboard took the comments under advisement. Mr. Villeneuve asked when he would get an answer. Mr. Nulty said he would get a response in a week.

2. Presentation of Fiscal Year 2012 (FY12) Audit.

Mr. Odit stated the entire report was in the Selectboard's last packet. He said in general, the audit was clean. He discussed revenues and expenses before and after transfers. Mr. Odit stated the Town's unreserved fund balance is \$271,871, 9% of the Town's operating budget. He said the auditor is here to answer any questions. Ms. McMains said it is nice to have a clean audit. Ms. McCaffrey said each year more progress is made on the procedures manual, which is good. Mr. Nulty asked how much the audit cost. Mr. Odit and Ms. McCaffrey discussed the cost, noting it was less than the contracted amount because Mr. Stevens produced the financials.

Ms. McCaffrey said the Town has a real asset to have someone who wants to and works to understand. She noted government accounting is different and he had to learn a lot. She said he and Ms. Morse did a good job. Mr. Nulty discussed a job he held involving government accounting. Ms. McCaffrey said the only recommendation was to break down the benefit expenses further. Mr. Odit stated they have done that. He said the budget presentation will stay the same, but the expenses will be broken out more on the budget detail reports. Ms. McMains asked what a good percent of unrestricted funds is. Mr. Odit said 5-10% is healthy. Mr. Nulty asked where the check from the VSP will go. Mr. Odit said the money will go to the general fund as unbudgeted revenue. He said if everything stays on track, the Selectboard will likely have additional transfers.

On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard acknowledged receipt of the Town's FY12 audit as prepared by Fothergill, Segale and Valley; including the management letter.** The motion passed 3-0.

Mr. Messier, Town Auditor, stated he had a conversation with the audit firm about looking for embezzlement and fraud in Town departments. He discussed examples, noting the cost is \$150 per hour. He said the management agreement states the audit firm is not looking for fraud and embezzlement. Ms. McCaffrey agreed that is not the focus. Mr. Messier discussed what is currently done, noting the Selectboard can request a focused review if needed. He discussed an example. Mr. Nulty discussed Mr. Messier's example further. He said the Selectboard will keep that in mind. Mr. Messier said if the Selectboard has a suspicion, they can ask the firm how many hours it would take to look at a certain program, and then the Selectboard can decide whether to take it further. Mr. Nulty said that is a sound recommendation. Mr. Boushie stated the elected Auditor's report acknowledges the Town noticed anomalies with the VSP situation and took appropriate action. He said that was embezzlement, similar to overbilling in business.

3. Budget Request Discussion with Richmond Rescue.

Mr. Bernstein said he is a semi-retired physician, member of Richmond Rescue, and a resident of Jericho. He distributed some materials to the Selectboard members. Mr. Bernstein discussed four calls Richmond Rescue responded to in Jericho in the past few months. He discussed availability, response time, and staffing. He stated

101 they have people on call 24 hours a day, every day. Mr. Bernstein said the squad has grown and has had turnover
102 in the officer positions. Ms. McMains stated she was pleased to receive this information in a timely manner. Mr.
103 Bernstein discussed funding, noting they only get paid when they transport the patient to the hospital. He said
104 they are constantly facing a funding shortage. Mr. Nulty asked if that is a normal ratio of transports. Mr.
105 Bernstein said it is and discussed the breakdown of calls. He discussed changes in the EMT system, noting
106 Richmond Rescue has proportionally more Advanced EMTs than others in the area. He stated all of their
107 members will have the certification within the next year and a half. Mr. Bernstein discussed the implications of
108 the certification. He said the budget is as transparent as possible. He discussed the transition of officers and
109 how they plan to involve members of the community on their Board.

110
111 Ms. Mercer asked how the Town contributions compare to the percentages of calls. Mr. Nulty clarified whether
112 contributions are similar to the call distribution. Mr. Bernstein discussed the cost of each call, noting the other
113 towns covered are contributing on average \$14 covered head. Ms. Mercer asked how many covered heads are in
114 Jericho. Mr. Bernstein said Jericho has 4,000 residents and Richmond Rescue serves 1,000 of them. He
115 discussed the funding approved at last Town Meeting for Essex Rescue, from a resident's perspective. He asked
116 what Jericho is getting for the extra money, noting it is not getting 24/7 coverage. Mr. Nulty said that is a fair
117 question, but he doesn't think it is the right metric. He said the Selectboard does recognize what Richmond
118 Rescue has done and would like to respond; noting the level of increase requested was pretty high. He said they
119 would like to work out a reasonable agreed to formula, so that everyone knows what to expect.

120
121 Ms. McMains stated the requested amount increases 300% over the previous year. The Selectboard discussed
122 how to proceed. Mr. Bernstein suggested another way to increase their revenues would be to increase their
123 coverage area. The Selectboard discussed the suggestion with Mr. Bernstein, noting people get used to knowing
124 which rescue serves them. Ms. Mercer said the point is that Jericho has not been paying its share and that has
125 made it harder for Richmond Rescue to serve Jericho while their income declines. She said the letter is
126 persuasive and she is inclined to agree with it, noting the formula that makes sense. The Selectboard and Mr.
127 Bernstein discussed the calculation suggested in the request letter. The Selectboard agreed Mr. Nulty would
128 meet with Mr. Odit and Mr. Bernstein to discuss the matter further.

129
130 **4. Review of MMU Path Segments 3 and 4 Alternatives.**

131 Mr. Odit said discussed the recommended alternatives. He said they would try to maintain as much of a green
132 strip as possible for a variety of reasons, including: traffic calming, street lighting in the future, snow storage,
133 and other future opportunities. He said the main difference from the last plan is the sidewalk remains where it
134 is in front of the Kim residence and moves away after that. The Selectboard discussed the road width and cost
135 of redoing sidewalk that was already built. Mr. Odit said they recommend starting after that section. The
136 Selectboard discussed the updated plans.

137
138 Mr. Nulty asked if there are any difficult issues or conflicting concerns with the recommended alternatives. Mr.
139 Odit said no, noting there were some comments requesting the sidewalk be as close to the road as possible. He
140 stated there are reasons for the green strips as discussed previously. Ms. Mercer noted the additional safety
141 provided by the green strip. Mr. Odit said the green space will allow many opportunities in the future. Ms.
142 McMains noted it is also more aesthetically pleasing. The Selectboard and Mr. Odit discussed the
143 recommendation further.

144
145 On a motion by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard accepted the proposed alternative for**
146 **Segments 4 and 3 and option 3 of the cross-section of the Jericho Center Multimodal Connection (Jericho STP**
147 **EH12(10)).** The motion passed 3-0.

148
149 Mr. Nulty discussed road dividers in Danville. The Selectboard discussed changes in Danville and the traffic
150 calming effects the changes have had.

151 **5. Approve Skunk Hollow Road Traffic Calming Project Design.**

152 Mr. Odit discussed the changes made following the last meeting. He noted they removed the northern island
153 and added a fourth speed table, which will help with the intersection issue. Ms. Mercer asked if vehicles are
154 supposed to go 20 miles per hour (mph) on the speed tables. Mr. Odit said they can go up to 30 mph without
155 damaging the vehicle. Ms. McMains said the signs should slow traffic more. Mr. Odit said the other change
156 made was to reduce the splitter island to 10' from 12' to allow more of a shoulder. He said the reduction would
157 not impact its effectiveness and allows more room for pedestrians and bikers. He said they also added maps
158 with the satellite views. Mr. Odit discussed the revised estimate, noting he will see how much of the work we
159 can do to reduce costs. He discussed some possibilities and the possible cost savings. The Selectboard and Mr.
160 Odit discussed the cost and public feedback.

161

162 On a motion by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved the Skunk Hollow Road Traffic**
163 **Calming Final Recommended Alternative as described in the memo from Vanasse Hangen Brustlin in a memo**
164 **dated January 10, 2013.** The motion passed 3-0.

165

166 **6. Request to CCRPC for Funding for Comprehensive Bike/Pedestrian Plan.**

167 Mr. Odit said he met with the Chittenden County Regional Planning Commission (CCRPC) staff and reviewed the
168 draft scope to have the Town's transportation plan updated. He said they were not able to fund an update to the
169 public works specifications last year, but they suggested we ask the consultant working on this plan if they could
170 do a supplemental scope of work to address the public works specifications. He said it is worth finding out the
171 cost. The Selectboard agreed, discussing the benefits of having these plans in place with Mr. Odit.

172

173 Mr. Nulty asked if Mr. Odit conveyed their appreciation to Mr. Barkyoub for putting up the signs. Mr. Odit said
174 he did. He noted the Town will need to buy more of the signs. The Selectboard agreed to request funding for a
175 comprehensive town-wide bicycle-pedestrian plan. Ms. McMains discussed how another town in Chittenden
176 County accepts new roads as public roads. She said implementing policies will make these things easier. Mr.
177 Odit said with the updated transportation study, he wants it to be a guide book to tie the transportation system
178 and land use rules together. Ms. McMains agreed there needs to be structure and policy, noting some reasons.

179

180 **7. Request for Traffic Calming on Fields Lane.**

181 The Selectboard and Mr. Odit discussed the request from residents on Fields Lane for traffic calming.
182 Ms. McMains said the road needs another speed limit sign in the spring and we could use the radar feedback
183 signs. Mr. Nulty agreed signs are a cheap solution, discussing an example. The Selectboard discussed Town
184 roads. Mr. Odit stated that according to the ordinance the speed limit is 25 mph and he is not sure where the
185 current signs came from. He said the last speed study was done in 1994. He suggested grouping roads to update
186 the information over the next few years. Ms. McMains asked if the CCRPC can help with this. Mr. Odit said they
187 might be able to. He discussed what goes into setting a speed limit. The Selectboard agreed that is a good idea.
188 Mr. Odit noted establishing a schedule would allow him to let residents know when their road will be reviewed.

189

190 **8. Acceptance of Creekside Drive.**

191 Mr. Odit said he was hoping he would have the deed. He said he received it from Mr. Palmer last week and Greg
192 Warren had a few changes. He discussed the changes. Mr. Odit said he forwarded the revised document to Mr.
193 Palmer and his attorney yesterday and hopes to have the final document at the first Selectboard meeting in
194 February. He stated he notified the resident who has been in touch with him the most know the status of it.

195

196 **9. Review Draft Town Meeting Warning.**

197 Ms. Mercer asked if Articles 5, 6, 7, and 8 are new. Mr. Odit said they have to be done every five years. Ms.
198 McMains stated she would like to move Article 11 higher on the agenda. The Selectboard and Mr. Odit discussed
199 placement of the article on the agenda. Mr. Odit agreed to look into it, but he thought it could be moved to the
200 first item on the agenda.

201 **10. Approve minutes of 1/3/2013.**
202 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard approved the minutes of 1/3/2013 as**
203 **amended.** The motion passed 3-0.
204
205 **11. Approve Warrants of 1/11/2013.**
206 The Selectboard members present signed the warrants.
207
208 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard entered Executive Session at 8:39 p.m.**
209 The motion passed 3-0.
210
211 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard exited Executive Session at 8:50 p.m.** The
212 motion passed 3-0.
213
214 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard adjourned at 8:51 p.m.** The motion
215 passed 3-0.
216
217 Respectfully Submitted,
218 Amy Richardson

1 **Minutes 1/24/2013**

2
3 **Selectboard Meeting**
4 **January 24, 2013 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Catherine McMains (Chair), Kim Mercer,
8

9 **Others present:** Todd Odit (Town Administrator), Jessica Alexander, Town Clerk
10

11 The public hearing was called to order by Ms. McMains at 7:05 p.m.
12

13 **1. Adoption of FY14 Operating and Capital Budgets**
14

15 Ms. McMains and Ms. Mercer reviewed the budget. Mr. Odit explained that the he updated the capital budget to
16 reflect the Safe Routes to School grant award. The original budget included roughly \$144,000 for infrastructure
17 improvements and \$40,000 for a feasibility study of the VT. 15/River Rd intersection. Since the town was only
18 awarded the feasibility study, the budget was reduced by the \$144,000 figure. He did note however, that some of
19 the infrastructure project would be completed, but as a state managed project so the town did not need to
20 budget for it.
21

22 Mr. Odit stated that total spending was increasing by 8%, but the amount raised by taxes was only increasing by
23 2.55%, as a large portion of the spending increase was being funded through grants or reserve funds. He
24 explained that with slight growth in the grand list, he estimated that the tax rate would increase by 1.6% or
25 \$0.0074, which translated to an additional \$7.40 per \$100,000 of assessed value.
26

27 On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard adopted the FY14 General Fund budget
28 of \$3,417,124, and the FY14 Capital Budget of \$1,004,143. The motion passed 2-0.
29

30 Mr. Odit clarified for the record that the capital budget amount is included in the general fund budget amount.
31

32 **2. Warn 2013 Town Meeting.**
33

34 The Selectboard members reviewed the warning and requested that the warning be changed to place the
35 question regarding the town's 250th anniversary as the first article. Mr. Odit made the requested change to the
36 warning and presented it to the Selectboard.
37

38 On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard approved the warning for town
39 meeting, to be held on March 5th, 2013, starting at 9:00 am, with polls for Australian balloting being upon from
40 7:00 in the forenoon to 7:00 in the afternoon, at the Jericho Elementary School. The motion passed 2-0.
41

42 On a **motion** by Ms. Mercer, seconded by Ms. McMains, the Selectboard adjourned at 7:25 pm. The motion
43 passed 2-0.
44

45 Respectfully Submitted, Todd Odit

2
3 **Selectboard Meeting**
4 **February 7, 2013 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Catherine McMains (Chair), Kim Mercer, Tim Nulty

8
9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Chris West, Andrew Albright

10
11 The public hearing was called to order by Ms. McMains at 7:09 p.m.

12
13 **1. Public Comment.**

14 There was none.

15
16 **2. Acceptance of Creekside Road as a Town Highway.**

17 Mr. Odit said the Town's attorney reviewed the deed prepared by the developer's attorney and made a few
18 changes. He said the changes included the Selectboard's request regarding the escrow account. The
19 Selectboard and Mr. Odit discussed acceptance of the road and the implications of doing so. Mr. Albright asked
20 where the road is located. Mr. Odit discussed the location. The Selectboard discussed the length of the road
21 and the reasons for accepting it.

22
23 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard accepted the quitclaim deed for Creekside**
24 **Road and approved a Certificate of Completion and Opening for Public Travel for the same.** The motion
25 passed 3-0.

26
27 **3. Approve Annual Certificate of Highway Mileage.**

28 The Selectboard and Mr. Odit discussed the slight increase in mileage.

29
30 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved the Town's Certificate of**
31 **Highway Mileage for the year ending February 10, 2013, and agreed to file the same with the Town Clerk and**
32 **Vermont Agency of Transportation.** The motion passed 3-0.

33
34 **4. Discussion of State's Route 15 & Browns Trace Intersection Project.**

35 Mr. Odit said the State representatives attended a recent Selectboard meeting, which was well attended. He
36 discussed the changes presented during that meeting, noting there were a lot of comments and concerns about
37 the lack of a traffic signal. He said he received a letter from the Engineer that they have updated the warrant
38 analysis. Mr. Odit stated there are four warrants for a traffic signal and three of them need to be met. He
39 discussed the warrants and said the first three were met with the updated information. He said they are now
40 recommending installing a traffic light and adding the right turn lane on Browns Trace Road back in.

41
42 Mr. Odit said the State would like the Selectboard's endorsement of those changes. He said the Underhill
43 Jericho Fire Department (UJFD) asked whether emergency vehicle pre-emption would be included in the light.
44 He discussed what that entails and said the Town would need to request it. Mr. Odit noted there is another test
45 the intersection would need to meet to have the pre-emption, but it should not be a problem. Ms. Mercer
46 asked how the State reevaluated the intersection. Mr. Odit explained that they updated the future projections
47 in traffic volume growth and the intersection passed the threshold required.

48
49 Ms. McMains said they were using old projections, but traffic has increased a lot on Route 15. Ms. Mercer
50 noted this would be the first traffic light in Jericho. She asked if there would be a lot of opposition. Mr. Albright

51 stated he opposes it. Ms. McMains said, based on those who attended the meeting, people were concerned
52 about the intersection and wanted a traffic light. She discussed the adjustment that will occur with it being the
53 first traffic light after the intersection of Route 15 and 128 in Essex.

54
55 Mr. Albright wondered if this would help facilitate the development of a Park-and-Ride across from Clark's Truck
56 Center. Mr. Nulty discussed the short term solution that is being considered. The Selectboard discussed
57 possible locations for a Park-and-Ride. Mr. Albright said he is very interested in using bus service, noting that a
58 big concern for buses along Route 15 is that they will be slowed by traffic lights. He suggested that having one
59 stop for Underhill and Jericho residents would keep the buses moving. The Selectboard and Mr. Albright
60 discussed bus service, traffic lights, and roundabouts.

61
62 On a motion by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard endorsed the installation of a traffic signal**
63 **on Vermont Route 15 at Browns Trace Road as part of State project Jericho HES 030-1(21) with a request to**
64 **include emergency vehicle preemption capability.** The motion passed 3-0.

65
66 **5. Request to Discuss Residential Building Energy Code Compliance - Chris West.**

67 Mr. West discussed his background and provided the Selectboard members a copy of self-compliance
68 certification that Residential Building Energy Standard (RBES) asks builders to submit after a home is completed.
69 He said he sent the Selectboard an introductory letter that provided the background for this discussion. Mr.
70 West discussed the background included in the letter. He said the State has agreed to work toward achieving
71 implementation and 90% state-wide compliance by 2017. He discussed the code that was adopted and what is
72 required under the code.

73
74 Mr. West discussed how builders are checked for compliance. He said Efficiency Vermont administers
75 compliance with the code and other energy star programs. He discussed current estimates of compliance,
76 noting they are much higher than what is experienced by builders in the state. Mr. West said compliance with
77 the building code is self-compliance now, with no independent verification required. He said the cost of filing
78 the compliance checklist is minimal and discussed how builders certify compliance. He said many towns refuse
79 to file the document because they do not know what it is.

80
81 Mr. West said the Department of Public Service and Efficiency Vermont have developed an Energy Code
82 Compliance Plan. He said the information he provided included roles towns can play in compliance at no cost to
83 the Town. He discussed efforts to ask the State to include some teeth in the law requiring compliance. Mr.
84 West said, to date, no town requires filing the compliance document before issuing the Certificate of Occupancy.
85 He said if Jericho does, it would be the first in the state and a leader in compliance. He discussed the matter
86 further.

87
88 Mr. Nulty asked whether there is more to it and who would be against it. Mr. West discussed how builders who
89 are not complying are not on a level playing field. He discussed the impact of instituting the requirement and
90 the implications of doing so. He noted no inspection is required, it is merely a self-report. Mr. Nulty asked
91 about requiring notification of clients. Mr. West said that would be more stringent than the steps included in
92 the town roles. Those present discussed the current process and how the requirement would fit in.

93
94 Mr. West stated that Efficiency Vermont is willing to help any town that is interested in working on this with
95 drafting the language. Mr. Nulty said he is interested, but the downside is the impression that this increases the
96 cost of houses. Mr. West stated it doesn't and it is the law. The Selectboard and Mr. West discussed
97 implications if action is taken. Mr. Albright noted that people aren't complying due to ignorance. Mr. West
98 agreed. Ms. McMains discussed how this fits in with the Climate Action Plan. Mr. Nulty said he would like to
99 hear from others about this. Mr. West said he would put the Selectboard in touch with the experts to allow

100 them to form an informed opinion about it. Ms. McMains noted the Jericho Planning Commission (JPC) should
101 be involved in the process. Mr. West and the Selectboard discussed code compliance and some examples.
102
103 Mr. West discussed efforts to get 80,000 houses at least 25% more efficient. He said code compliance is part of
104 that. The Selectboard discussed the matter further. Ms. Mercer asked about State law. Mr. West said he
105 provided a copy of the RBES, which is the law. Ms. Mercer asked what the Department of Public Service says
106 about this. Mr. West said the Department is trying to get additional funding to increase awareness. Ms. Mercer
107 asked where the American Recovery and Reinvestment Act (ARRA) funding went. Mr. West said the funding was
108 used to do various weatherization projects. Mr. Odit discussed where the funding was used in Jericho. The
109 Selectboard thanked Mr. West for bringing the matter to their attention and asked Mr. Odit to set up further
110 discussions. Mr. Albright asked whether the Energy Task Force (ETF) should work with the JPC on this matter.
111 Ms. McMains agreed they should.
112
113 Ms. Mercer asked whether this would punish low income people. Mr. West said it would not, noting they are
114 being punished by building a house that is not energy efficient. Ms. Mercer asked about mobile homes. Mr.
115 West said they are exempt. He discussed mobile and manufactured homes and efforts to get more energy
116 efficient low income housing. Mr. Albright noted that manufactured housing can be built to higher standards
117 than this. Mr. West noted there are subsidies available to assist also. Mr. West discussed a passive house built
118 by Habitat for Humanity in Charlotte. He discussed the heating and electrical costs of the home, noting passive
119 homes have more stringent standards and are costly to build. He also discussed passive houses being built in
120 Vermont.
121
122 The Selectboard discussed energy efficient housing. Mr. West discussed efforts in Europe to make every house
123 a passive house by 2030. The Selectboard and Mr. West discussed housing further. They also discussed
124 retrofitting existing houses to meet passive house standards. Ms. McMains suggested Mr. West's presentation
125 could be well received at a Chittenden County Regional Planning Commission (CCRPC) meeting. Mr. West
126 discussed other organizations he has spoken with and provided his contact information. The Selectboard
127 thanked Mr. West again for his presentation and asked him to keep in touch regarding this matter.
128
129 **6. Approve Architectural Contract for Jericho Center Library Accessibility Study.**
130 Mr. Odit stated he received proposals for the architectural contract for the Jericho Center Library on Friday. He
131 said he and Ms. Murray agreed to recommend the proposal from Vermont Integrated Architecture. He said the
132 grant is for \$28,000 and requires a 20% match, which makes the total project cost \$35,000. Mr. Odit discussed
133 the proposals and cost estimates. He noted the difficulty of not knowing what level project will be put to
134 construction going into this. He discussed some possibilities and the possible range of costs, noting that either
135 extreme would be under budget. Mr. Odit discussed the recommended firm's background. The Selectboard
136 discussed the proposal. Mr. Odit noted this is being done because there are funds available for accessibility
137 modifications that are construction ready. He noted this will be a public process and discussed the reasoning.
138
139 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard accepted staff's recommendation of**
140 **proposal for Vermont Integrated Architects for the Jericho Center Library project.** The motion passed 3-0.
141
142 **7. Approve minutes of 1/17/2013 and 1/24/2013.**
143 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved the minutes of 1/17/2013 as**
144 **amended.** The motion passed 3-0. On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard**
145 **approved the minutes of 1/24/2013 as amended.** The motion passed 2-0; Mr. Nulty abstained.
146

147 **8. Other Business.**

148 Mr. Odit provided the Selectboard members the draft scope of work to be done by the CCRPC. He said he gave it
149 to the consultant to get an estimate, which is around \$40,000. He said the Town's cost would be \$8,000. He said
150 the budget had included \$20,000 for the bicycle and pedestrian plan. Mr. Odit said we will be able to include it
151 in this project and get it started quicker, noting it will likely span two fiscal years. The Selectboard agreed that is
152 a great idea.

153
154 Mr. Odit provided the members with the report from the Surveyor regarding Castle Cemetery. Ms. McMains
155 recommended consulting with the Town attorney. Mr. Odit discussed responsibility for maintaining the
156 cemetery, noting the Town is covering the cost of mowing. He discussed ownership of the cemetery, noting it is
157 two parcels. The Selectboard discussed how to proceed. Ms. McMains asked about the boundary line
158 agreement. Mr. Odit stated the only access to the cemetery is over the church's property. He said there is a
159 vague reference in the deed, but it would be in everyone's best interest to clarify where the access is located.
160 The Selectboard asked Mr. Odit to consult with the Town attorney and move forward.

161
162 Ms. McMains said there is a new member on the ETF and she supports the Town Energy Challenge. She said the
163 State is still working on funding, so everyone is waiting for that. She said the ETF has an icicle contest, which has
164 gone viral. Ms. McMains said the State is using it and it will be included in the Climate Action Plan. She
165 discussed global warming. Ms. McMains discussed the 250th celebration and arrangements for Town Meeting.

166
167 **9. Approve Warrants of 1/23/2013, 1/25/2013, 1/28/2013, 1/30/2013, 1/31/2013 & 2/8/2013.**

168 Ms. Mercer and Mr. Odit discussed a couple of items on the warrants. The Selectboard members present signed
169 the warrants.

170
171 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard entered Executive Session at 8:17 p.m.**
172 The motion passed 3-0.

173
174 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard exited Executive Session at 8:45 p.m.** The
175 motion passed 3-0.

176
177 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard adjourned at 8:46 p.m.** The motion
178 passed 3-0.

179
180 Respectfully Submitted, Amy Richardson

1 **Minutes 2/21/2013**

2
3 **Selectboard Meeting**
4 **February 21, 2013 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Catherine McMains (Chair), Kim Mercer

8
9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Benjamin Joslin, Robin Bartlett,
10 Sarah Joslin
11

12 The public hearing was called to order by Ms. McMains at 7:01 p.m.
13

14 **1. Public Comment.**

15 There was none.
16

17 **2. Discussion of Municipal Planning Grant Project Options.**

18 Mr. Odit discussed grants for the Master Planning Project for the Riverside/Underhill Flats Village Center, noting
19 the Municipal Planning Grant was approved and the ECOS (Environment. Community. Opportunity.
20 Sustainability.) Grant was not approved. He proposed approaching the project in two phases, as follows:

- 21 • Phase 1: Develop the official Master Plan. Mr. Odit discussed what that entails, noting examples.
 - 22 • Phase 2: Develop code to go along with the plan.
- 23

24 Mr. Odit proposed the use of \$15,000 of Town funds to supplement the \$15,000 grant. He said the project
25 could begin within a month or two and be spread over two fiscal years. He discussed where funding is available
26 within the budget. Ms. McMains clarified whether he was asking for \$7,500 this year. Mr. Odit said that in
27 order to put the project out to bid, he would need a commitment for the whole amount. He discussed the
28 timing of the funding from the grant and the Town.
29

30 Ms. McMains said the Town has committed to a lot of different projects, but it would be nice to do as much as
31 possible on this project since we received grant funding. Mr. Odit discussed other funds and projects, noting
32 how some of the funding budgeted will not be needed. He also discussed other funding that might be available
33 and possible timing. The Selectboard and Mr. Odit discussed the project. Ms. Mercer noted that this will put all
34 the previous work together to get one clear picture of the vision. Ms. McMains asked what happens if one
35 landowner does not like the public vision. Mr. Odit said the plan will be focused larger than any one parcel. Mr.
36 Odit and the Selectboard discussed the matter further.
37

38 Mr. Odit discussed how the consultant would be chosen. Ms. McMains said it is a great idea to get a plan and
39 back it with zoning. Ms. Mercer said it is too bad we did not get the ECOS Grant. She stated that in order to
40 move forward, the form based zoning is vital and it needs a Master Plan. The Selectboard discussed the matter
41 further. Mr. Odit clarified the plan will not be conceptual and is usually called a Regulating Plan. He said the
42 regulations would then be developed from there. The Selectboard and Mr. Odit discussed the impact on future
43 development in the area. Ms. Mercer and Ms. McMains discussed whether to vote on the matter without Mr.
44 Nulty participating in the discussion, given his involvement. They agreed to vote since he supported the other
45 work and the project will come back to the Selectboard for the other pieces.
46

47 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard authorized the use of \$15,000 of**
48 **Town funds to complete Phase 1 of the Riverside/Underhill Flats Village Center Master Planning Project.** The
49 motion passed 2-0.
50

51 **3. Acceptance of Revised Road and Bridge Standards.**

52 Mr. Odit said the State provides a model set of road and bridge standards. He said the Town is not required to
53 adopt them, but if we do the State reduces the Town's local share for highway grant programs by 10%. He stated
54 that the standards are within our ability. Ms. McMains asked whether the standards are included in the Public
55 Works Specifications. Mr. Odit said they are not directly mentioned in the specifications, but by adopting them
56 we agree to comply. He said they focus on gravel roads. Ms. Mercer asked how often the standards are
57 updated. Mr. Odit discussed the timing of updates and adoption. The Selectboard and Mr. Odit discussed the
58 matter further.

59

60 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard adopted the revised Road and Bridge**
61 **Standards, which meet the minimum requirements included in the January 23, 2013 vTrans template.** The
62 motion passed 2-0.

63

64 **4. Class 2 Grant Application Authorization.**

65 Mr. Odit said the plan has been that doing the Skunk Hollow Road paving project is contingent on a State grant.
66 He stated the applications are due on March 22, 2013.

67

68 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard authorized the application for a Class**
69 **2 Highway Grant for the Skunk Hollow Road Project in the amount of \$175,000.** The motion passed 2-0.

70

71 Mr. Bartlett asked how much extra cost the traffic calming will add to the paving project. Ms. Mercer said
72 \$30,000. Ms. McMains noted it is not a lot, the majority of the cost is for paving. The Selectboard discussed the
73 project with Mr. Bartlett. Mr. Bartlett expressed frustration about spending that kind of money to put in
74 permanent frost heaves. Ms. McMains discussed the safety and speeding concerns on Skunk Hollow Road. Mr.
75 Bartlett discussed concerns with other roads in Town. Ms. McMains stated the Transportation Plan will look at
76 all of the roads in Town to see what needs to be done to make them safe. She said they will prioritize which
77 roads to work on next, noting they understand it is a problem.

78

79 Mr. Bartlett discussed traffic on Route 15 and on Browns Trace Road. Ms. Mercer agreed, noting the Town
80 complains to the State about Route 15 and the residents can also. She noted the State will be installing a traffic
81 light at the intersection of Route 15 and Browns Trace Road. The Selectboard and Mr. Bartlett discussed the
82 matter further. Mr. Odit noted the Highway Department's concerns with Skunk Hollow Road maintenance.

83

84 Mr. Joslin clarified what speed tables are. Ms. Mercer discussed speed tables, noting they are designed to make
85 people do the speed limit. Mr. Bartlett and Ms. Mercer discussed speed limits and traffic. Ms. Joslin said she is
86 worried about the safety of the roads. She suggested a four way stop on Packard Road at the intersection of
87 Black Walnut Lane to slow traffic. She discussed examples of dangerous situations. She said she is worried
88 about Packard Road where people have died. The Selectboard discussed possible solutions. They thanked
89 everyone for their comments, noting they are trying to work their way through the roads and do as much as
90 they can. The Selectboard, Mr. Bartlett, and Ms. Joslin discussed road conditions further.

91

92 **5. Update on Residential Building Energy Code Compliance.**

93 Mr. Odit said staff reviewed the regulations pertaining to Certificates of Occupancy and found the regulations
94 are broad enough to add the filing on the form without any changes to the regulations. He said if the Residential
95 Building Energy Certificate is not filed, the Certificate of Occupancy will not be issued. Ms. McMains said it is
96 good that the homeowner can take it up with the builder at that time. Mr. Odit discussed the fee.

97

98 **6. Other Business.**

99 Mr. Odit stated the Town Clerk received a request for a catering license which needs Selectboard approval.

100 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved the request for a catering**
101 **license from BEVO LLC for an event at the Mountain Training School on April 5, 2013.** The motion passed 2-0.
102
103 Ms. McMains stated the ECOS draft is out. She said they want comments before the public hearing on March 20,
104 2013. The Selectboard and Mr. Odit discussed the resignation of a Jericho Town Library Trustee and the process
105 to appoint a replacement. Ms. Mercer asked about the status of the pedestrian bridge. Mr. Odit said he is
106 attending a meeting on Monday with the State regarding construction easements. He discussed the process and
107 the timing.
108
109 **7. Approve minutes of 2/7/2013.**
110 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved the minutes of 2/7/2013 as**
111 **amended.** The motion passed 2-0.
112
113 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard adjourned at 7:50 p.m.** The motion
114 passed 2-0.
115
116 Respectfully Submitted, Amy Richardson

**Town Meeting
March 5, 2013 at 9:00 a.m.
Jericho Elementary School, Vermont Route 15**

Moderator: David Barrington

Selectboard Members present: Catherine McMains (Chair), Tim Nulty, Kim Mercer

Town Administrator: Todd Odit

Town Meeting began with a call to order at 9:05 a.m. by the moderator, followed by the Pledge of Allegiance led by the Boy Scouts. David Barrington made some opening remarks.

Brooks Buxton said the Town will be celebrating the 250th anniversary this year. He said the Town was chartered on June 7, 1763 and the first Town Meeting was held on March 22, 1788. He discussed more of the Town's history. Mr. Buxton said at the March 1913 Town meeting, 100 years ago, there was an article in the Annual Report similar to Article I in this year's report. He read the article and thanked the Selectboard for being so supportive of the group of citizens who have worked over the past year to make the celebration special. He thanked the individuals and the groups who have helped.

Mr. Buxton discussed the group who will read the Town Charter, noting there will be representatives from the elementary, middle, and high schools. He stated the grand celebration will be held on June 1, 2013 and discussed events that will be part of the celebration. He said Town Charters issued between 1760 and 1764 were also proclamations and were meant to be read publicly. Mr. Buxton read the names of the readers and discussed the difficulties with reading these documents. He also discussed clauses in the charter that have direct relevance today. The Town Charter was read. Mr. Buxton stated there is an official survey map on display and urged residents to look at the map, which identifies the original owners of land. He thanked everyone.

Mr. Barrington invited Representative George Till forward. Mr. Till read a resolution from the State of Vermont House of Representatives commemorating the 250th anniversary of the Town of Jericho. He presented the resolution to Town Clerk Jessica Alexander. Mr. Barrington made introductions and invited the legislators to come forward to give everyone an update. Mr. Till discussed materials available, including the Doyle Poll and information about health care insurance. He also discussed changes to the Homestead Declaration.

Bill Frank thanked everyone for the honor of representing Jericho. He discussed the legislative session, urging residents to make any concerns they might have known as bills are being considered. He stated that he and Mr. Till meet at the library frequently to hear residents' concerns, discussing the timing of the next meeting. Mr. Frank said the turn out at the meeting is very good and shows support for the Town. He noted there are some Town positions vacant and urged anyone interested to get involved. He also discussed the Doyle Poll, noting where the results will be made available.

Mr. Barrington made some opening remarks and discussed many displays around the building. Kathy Walsh discussed the Energy Task Force's icicle contest. She said weatherization information is available at their table and discussed potential savings. Mr. Barrington discussed some housekeeping matters, noting that only registered voters may speak during the meeting. He explained the role of the moderator and drew everyone's attention to the warning, noting the original Charter is on the cover of the report. Mr. Barrington stated there is a handout provided by the Selectboard about the budget.

**ARTICLE I: Shall the voters of the Town of Jericho designate June 7, 2013 as the 250th
Anniversary Date of the Chartering of the Town of Jericho?**

Motion made by Jesse Pelton; **seconded** by Paul Gross.

Vote: Motion approved unanimously.

ARTICLE II: Shall the voters approve the proposed fiscal year ending 2014 budget of \$3,478,124, including spending unanticipated funds such as State and Federal grants and gifts?

Motion made by Paul Gross; **seconded** by Phyl Newbeck.

Mr. Barrington asked the Selectboard to present details of the budget, reminding those present how they may participate. Catherine McMains discussed Town Meetings held in 1913 and 1963, noting the differences in the Town Reports and giving examples of historical expenses. She transitioned to the discussion of today's budget, stating it is an increase of 2.55% over last year's. She stated a slight increase in the total Grand List value is anticipated, resulting in a tax rate increase of \$0.0074. Ms. McMains said increases have been kept to a minimum over the past few years.

Ms. McMains discussed revenues, noting the following:

- Penalties and Interest did not change much.
- Intergovernmental increased due to the anticipation of a Class 2 Road Grant and the receipt of the Safe Routes to School Grant.
- Licenses and Fines increased primarily in Law Enforcement Fines, representing historical receipts and the increase in coverage.

Jean Marie Milliken asked whether the Town receives a portion of every law enforcement fine. Ms. McMains said yes. Ms. Milliken stated this is a bad idea because it encourages a lot of traffic stops.

Ms. McMains said the reason for the increase is due to many complaints about speeding. She said the Town does not establish the rules relating to fines, they go through traffic court. Ms. Milliken asked when that started. Ms. McMains said it has always been that way.

Elizabeth King stated she supports traffic enforcement and the Selectboard. Dave Schuler asked whether the Town will receive a refund from the Vermont State Police and when. Kim Mercer stated the Town received a refund of \$79,827.04 from the Vermont State Police. Mr. Schuler asked if the refund is reflected in the budget. Ms. Mercer said the money was just received, so it has not been allocated yet. She said the Selectboard is considering ear-marking it for safety and speed control.

Motion made by Dave Schuler; **seconded** by Frank Popeleski to amend Article II to return the unanticipated fund repayment from the Vermont State Police, representing prior year funds, to the voters.

Ms. King clarified whether this money was charged for coverage that was not provided. Ms. McMains said that is correct. Ms. Milliken asked about the population of Jericho. Ms. McMains said the money would go into the budget and reduce the tax rate, if the amendment passes. Ms. Milliken asked what that would mean per household. Todd Odit said if the budget passed as is, the impact would be approximately \$7.00 per \$100,000 of assessed value. He said if the \$80,000 removed the increase; the tax rate would stay the same or go down slightly.

Nancy Karlson said this money comes from the effort to reduce speeding in Town. She said she rides her bike and Jericho is the scariest place because people go too fast. She said she would like some of the money to go to Share the Road Funds. Ms. Karlson stated she is against the motion. Tim Nulty explained the money was received yesterday and the Selectboard has not allocated it yet. He said the consideration to spend it on speed control was in the spirit of the last Town Meeting, but it is yours to decide. Jesse Pelton said he likes that response and what the Selectboard has done to make the Town more pedestrian friendly. Ms. McMains said

they are also looking into solar radar signs because people slow down when they see them, noting the cost is approximately \$10,000 each.

Ken Thurgate said the money should be given back to the residents. Ms. McMains said the money is unallocated and the decision is up to the voters. Elizabeth Bernstein clarified whether the money was refunded because it was illegally withheld from the Town. Ms. McMains said it was because the Trooper did not do the job. Ms. Bernstein and Ms. McMains discussed how the money was intended to be used. Ms. Bernstein asked where the money would go. Ms. McMains answered it is shown in Line 18 of the General Fund Budget. Mr. Nulty said the real difference is there would have been more speed reduction, not the income. Ms. McMains noted the money was approved in prior year budgets to pay for law enforcement. Peter Booth said he agrees the money should go against the budget. Edie Graning added there is \$72,000 allocated in the proposed budget for additional coverage by the sheriff. She said there is also money for a pedestrian plan and pedestrian improvements. She stated giving the money back makes sense. Mr. Booth called the question.

Vote: Motion approved.

Ms. McMains continued discussion of revenues, noting the following:

- Miscellaneous has very little change.
- Use of Reserve Funds:
 - Heavy Vehicles and Equipment fund is zero because there will be no purchases this year.
 - Bridge Fund is also zero because there are no projects scheduled this year.
 - Sidewalk/Paths, Buildings and Property, and Road Improvement Funds each have projects scheduled this year.

Mr. Nulty discussed expenditures, noting the following:

- Salaries and Benefits are at the top of each section. He stated overall there is a 2% increase in salaries and there is a 10% increase in benefits. He discussed what is included, noting the biggest increase is healthcare.
- Town Treasurer has little difference except benefits.
- Administration increased \$4,500, primarily due to the increase in computer expense to improve the system. He said there is also an increase in Professional Consultants of \$1,500.
- Town Clerk decreased because there is no big election this year and the cost of archiving has gone down.
- Listing increased because the number of hours increased.
- Health Office had no change.
- Planning and Zoning changed very little change.
- Highways and Bridges:
 - Heavy Vehicles/Equipment decreased because one lease paid off and there will be no purchases this year.
 - Road Improvements increased substantially for the Skunk Hollow Road project. He noted further information on the project will be provided during the Capital Budget discussion.
 - Bridge Improvements declined.
 - Gas, Oil and Diesel increased due to the increase in price.
 - The overall Highways and Bridges budget is up by \$176,000, which is the grant amount expected for the Skunk Hollow Road project. He said if the grant is not approved, the project will not be done.

Motion made by Nancy Karlson; **seconded** by Cathy Paris to amend the previous amendment to increase the budget by \$40,000 to make it safer for travel not in motorized vehicles on Town roads.

Mr. Pelton asked the Selectboard to discuss what money is already in the budget for this purpose. Mr. Odit said there is a town-wide approach to improving safety for non-motorized travel. He discussed the various projects, which include: improvements on Skunk Hollow and River Roads; Safe Routes to School; updates to the Transportation Plan, including a Bicycle/Pedestrian Plan; Multimodal Path on Browns Trace Road; and

sidewalks in the Riverside area. Ms. Mercer stated the budget also includes an 11% increase in police services to reduce speed in Town.

Kevin Hawley stated the development of a Bicycle/Pedestrian Plan makes sense. He said it is better to spend in accordance with a comprehensive plan. Robert Naylor said he is against the motion, noting it is an effort to micromanage an area being worked on as discussed. Marjorie Hunt stated she is against this motion. She said there is a bill in the Legislature to register bicycles that should come back with money. She said the Town puts a lot of money into recreation activities and she does not think the majority of people in Jericho benefit from those expenses. She asked how many people would be interested or willing to pay a registration fee to keep bike paths.

Ms. Bernstein said there is a committee to study the comprehensive plan mentioned previously. She stated the amount of money was arbitrary and it should be sent to the committee to plan how to use it. She discussed safety concerns on Browns Trace Road and the importance of planning.

Motion made by Elizabeth Bernstein; **seconded** by Dave Schuler to amend the previous motion to direct \$40,000 to activities recommended by the consultant Regional Planning Commission working on a plan for non-vehicular traffic.

Mr. Nulty clarified that funding for the planning is already included in the budget. Pamela Gillis said it is premature to say this money will go toward funding what the plan comes up with. She said next year's budget would be where that should come in. She suggested waiting to see what is in the plan first.

Motion made by Robert Naylor; **seconded** by Cathy Paris to end debate.

Vote to direct the \$40,000: Motion failed.

Mr. Barrington moved the discussion back to the motion to amend the budget. Barry King encouraged people to vote against this motion. He agreed there are a lot of unsafe places, which needs to change. He stated the Town has been working on this for a long time and there are detailed proposals in the budget to correct it. Brian Calhoun said we are talking about two things: 1) safety on the roads for people not in vehicles; and 2) health of Jericho residents. He stated there is an obesity epidemic and everyone would benefit from walking or riding a bike. He said it is good to have plans, but there is no money to make a bike path or a way for kids to get to school. Mr. Calhoun said the majority of kids in the Netherlands walk to school and the extra money would be well spent.

Ms. King stated she is in favor of this amendment. She said she would like to live in Jericho in 25 years when she cannot afford gas. She stated this is an infrastructure question and we should do everything we can. Ms. Mercer pointed out there is reserve funds for sidewalks and paths and road upgrades. She stated it is possible to pass the budget as already amended and to work on next year's budget to implement traffic calming and safety measures. She suggested waiting until next year. Judy Leach stated she also thinks it is premature to spend \$40,000 on something not yet identified. She suggested waiting to hear the recommendations.

Motion made by Robert Naylor; **seconded** by Robert Gratton to end debate.

Vote: Motion failed.

Ms. Mercer continued the discussion of expenditures noting Summer Recreation increased a little. Ms. Morrell asked about Line 112 regarding the Skunk Hollow Road project. Mr. Nulty stated the project would be discussed during the Capital Budget review on page 23. Ms. Kalkstein-Lamb asked if Road Improvements include crosswalks. She said if it does she would like to propose one across Route 15 to Joe's Snack Bar. Mr. Odit said that would be the State's responsibility, noting the Town can ask them to do a study to see if a crosswalk is warranted. He said it was discussed when the streetscape project was done, but we can ask the State again. Mr. Nulty said Routes 15 and 117 are State roads.

Ms. Hunt said she stood here two years ago because of a close call on the Chittenden Mills bridge. She said the Town needs a bridge there. She said the Town needs to get that project going before something bad happens. Ms. McMains stated the pedestrian bridge is included in the Transportation Improvement Program for FY2013. She said they are currently working on the right of way negotiations and if those go well, it will be constructed this summer. She said if those take longer, then construction will happen next year. Mr. Nulty reminded everyone of the discussion at Town Meeting two years ago when the residents voted not to spend Town money to build an alternate bridge on Town property.

Ms. Mercer continued discussion of expenditures noting that Police and Safety was covered earlier. She noted the budget includes coverage from the Sheriff's Department for 40 hours a week and from the Vermont State Police for up to 10 hours a week. Jim Adams clarified whether that amount is only road safety and patrol, or whether the Sheriff could respond if there is another emergency in Town. Ms. Mercer said they can and will respond, but the cost is part of their regular budget.

Ms. Mercer moved to Building and Property stating the budget for Street Lights has not changed, but should decline in the future. She stated the Energy Task Force worked with the power company to replace them with LED bulbs and it should be reflected in the next budget. Steve Petit stated the street lights are beautiful all the way up Route 15, but the bases were never leveled. He discussed the lights and said all that money was spend and they do not look good. Ms. Mercer stated they will definitely look into that. Olaf Verdonk asked why in FY2012 \$100,000 was budgeted for sidewalk construction, but only \$16,800 was used. Mr. Odit said the right of way process for the sidewalk in the Riverside area took longer than expected. He stated the funds are still needed to complete that process and the engineering. He said final plans have been submitted and construction should start this season. Mr. Verdonk asked about the money. Mr. Odit explained there is grant funding, with a local match.

Ms. Mercer continued the discussion with appropriations, noting the following:

- Mandated:
 - Chittenden County Tax is required and the Town has no control over the amount.
 - Chittenden County Metropolitan Planning Organization (MPO) and Regional Planning Commission (RPC) have combined, so the amount decreased.
 - Jericho-Underhill Library is the Deborah Rawson Memorial Library. She noted they are their own municipality and their budget is approved separately, noting it is up slightly.
 - Jericho-Underhill Park District is the Mills Riverside Park. She said it is flat-funded this year.
- Non-Mandated are other agencies, most are non-profits. She said each agency submits reports that are in the Town Report.
 - Chittenden County Transit Authority (CCTA) will be providing bus service along Route 15 from Jeffersonville to Burlington. She said the Town is excited about the service and discussed the routes. She stated service is supposed to start this summer and there will be Wi-Fi on the buses. Ms. Mercer stated the budgeted amount is being reserved for expenses after the first three years, while it is funded by a grant while ridership builds.

Mr. Popeleski asked about bus stop locations. Ms. Mercer said sites are being looked at currently and CCTA has to approve for turnaround and parking. She invited residents to participate in meetings to discuss the locations. Ms. McMains stated the Town will not be involved with the initial bus stops. She said CCTA will contract property and if the route is successful, the Town will work on establishing a Park-and-Ride.

Ms. Mercer resumed discussion of appropriations, noting the increase in Richmond Rescue. She said they requested more than is budgeted. She said the request was reviewed closely and their budget is roughly proportionate to the Essex Rescue budget. Ms. Mercer stated Richmond Rescue attends to 40 calls a year in Jericho and they are staffed 24 hours a day. She said the Underhill-Jericho Fire Department went up due to a 3% increase in salaries and stipends.

Ms. Milliken asked why CUSI funding doubled. Ms. Mercer stated this is the Chittenden Unit for Special Investigations, which is part of the Burlington Police Department. She discussed what the unit does, noting they have been underfunded in the past. She said they came before the Selectboard to explain what they do and their budget. Ms. Mercer said the Town requested representation on their Board to have input on their budget and they changed their charter to allow for representation, so the amount was increased.

Ms. McMains continued discussion of the budget with Debt Service. She said the Town is paying off debt from the Town Hall renovations. She stated there is very little change in the Town Library and there is nothing for Contingency, since the budgeting is being done more carefully. Ms. McMains discussed Transfers to Reserve Funds, noting the following:

- Heavy Vehicles and Equipment Fund is increased to allow for future purchases.
- Bridge Fund is increased for future bridge work.
- Record Preservation Fund is reduced to reflect usage.

Ms. McMains stated the overall budget has an increase, but the amendment means property taxes might not increase. She discussed the impact of the amendment. Laura Zambarano asked how the Selectboard decides and prioritizes where sidewalks are located. She said she lives on Lee River Road, which is populated and has young children. Ms. McMains stated that is why they asked for funding to develop an overall plan. She discussed the reasons and funding for the current sidewalks, noting an overall plan will help determine where they are needed and help prioritize. She discussed how the Capital Budget integrates with the General Fund Budget and how residents can participate.

Ms. McMains moved discussion to the Capital Improvement Plan, noting it is a multi-year plan with anticipated costs. She noted the Capital Budget of \$1,004,000 is included in the plan and incorporated into the General Fund Budget. She discussed the Plan, noting the Asphalt Highway Improvements includes the Skunk Hollow Road project and reconfiguration in Jericho Center to reduce speed. Ms. McMains discussed studies to review safety. She also discussed funding for the Skunk Hollow Road project.

Motion made by Tom Joslin to reduce Line 112 of the budget, Road Improvement, by \$7,500 and to advise the Selectboard to remove five of the seven speed tables from the Skunk Hollow Road design. Ms. McMains discussed the reasoning for seven speed tables, noting there were a lot of meetings held to discuss the project. She stated the optimum reduction of speed is achieved with groups of three speed tables, which are designed for the posted speed limit.

The motion was not seconded. The amendment failed.

Mr. Nulty gave some background on the Skunk Hollow Road project. He said the design includes paving the gravel portion and incorporates substantial traffic calming. He compared the cost of the proposed on traffic calming to the cost of allocating additional law enforcement coverage on the road, stating the Town cannot afford to spend enough money on enforcement to reduce traffic and speed. Mr. Nulty stated the speed tables create self-policing. He discussed the impact of speed tables and noted the design also increases the shoulders to improve pedestrian and bicycle safety.

Dorsey Naylor thanked the Selectboard for their time, energy, and effort in dealing with the Skunk Hollow Road issue. She asked about the grant and the timing of the project. Ms. McMains stated it is a Class 2 paving grant and the project could start this summer. Ms. Naylor said she is a resident of Skunk Hollow Road and she has learned a lot about roads and traffic calming through the process. Ms. McMains expressed appreciation for the number of people who participated in the meetings.

Mr. Schuler said his observation is that the Town talks about Skunk Hollow Road, Jericho Center, and River Road, with the goal of slowing traffic. He asked how the Town can encourage traffic to go where we want it to

go and what is the global plan for traffic in Town. Ms. McMains stated that is why the Town applied to the RPC to update the Transportation Plan. She stated Skunk Hollow Road is the highest traveled gravel section of road and we have to do something about it. Mr. Schuler asked everyone to look at the big picture. He said speed limits are much lower than actual speeds. Ms. McMains agreed, noting the updated plan will help.

J.C. Earle discussed the increase in traffic on Skunk Hollow Road. He said the Town created a cut through when part of the road was paved. He discussed the condition of the road and encouraged everyone to support this plan. Mr. Earle stated there were a lot of meetings to get input on the project. He discussed the impact on house values and taxes if the project is not done.

Sue Jaynes asked about plans for Nashville Road. Ms. McMains explained there is a multi-year plan to upgrade the underlayment of gravel roads in Town. She discussed the approach. Ms. Jaynes asked whether there is a long-range plan to pave the road. Ms. McMains said she does not think so. She said the Town is trying not to pave any more roads than it needs to. She discussed maintenance of gravel roads.

Robin Bartlett stated the problems on Skunk Hollow Road are the same as other roads in Town. He discussed traffic on Browns Trace Road, noting he counted cars on it and on Skunk Hollow Road finding more traffic on Browns Trace. Ms. McMains agreed that Browns Trace Road is a heavily traveled thruway. She said the State approved the warrant and there will be a traffic light installed at the intersection of Browns Trace Road and Route 15, which will make it safer. Mr. Bartlett expressed frustration about the expense of a project benefiting a small group of residents. He suggested a way to slow traffic in Town and offered his assistance.

Ms. McMains discussed improvements planned for roads in Town. She noted improvements planned for Mobbs Farms trails and bridges and discussed sidewalk and path improvements planned. Ms. McMains stated they are proposing the use of \$20,000 from reserves for a comprehensive Pedestrian Plan to prioritize future projects. Robert Allen clarified whether the plan includes other modes of transportation. Ms. McMains said it includes alternate, non-motorized transportation.

Ms. Kalkstein-Lamb asked if a traffic light is being considered for the intersection of Plains Road and Route 15. Mr. Nulty said Route 15 is a State road, so they decide whether to install one or not. He said the intersection does not meet the criteria for a light. Ms. Mercer discussed the reasoning for a light at the Browns Trace Road and Route 15 intersection. Mr. Popeleski asked if a revised budget would be sent to voters. Ms. Mercer said one would not be sent. She said the amendment reduces revenues, not expenditures. She said it will be reflected in the tax bills.

Ms. Zambarano asked for clarification about what would happen to the Skunk Hollow Road project if the grant is not approved. Ms. McMains explained the project would be postponed to the following year and the Town would apply for the grant again. She discussed the funding and said the budgeted money would be used to work on other paving projects in Town.

Lisa Stephen asked how much money is being used to maintain the dirt section of the road now. Mr. Nulty said they do not have the figures, but generally speaking, low traffic dirt roads are cheaper to maintain than to pave. He stated there is a point where it becomes cheaper to pave and that point has passed for Skunk Hollow Road. He discussed the life cycle and other roads in Town.

Ms. Morrell asked if there is any money or ability to put some rock in at the intersection of Plains and Schillhammer Roads, noting difficulty during mud season. Mr. Nulty said there are a lot of roads in Town that are problematic. He said they are trying to address them as money is available. He stated there is not money in the budget this year for that intersection, but it will be addressed in the long-term plan.

Mr. Barrington asked for objections to ending the budget debate. He called a vote on Article II.

Vote: Motion approved unanimously.

- ARTICLE III:** Shall the Town collect its taxes in equal installments due in the Town Offices on August 15, 2013, November 15, 2013, and March 15, 2014, with postmarks acceptable?
- ARTICLE IV:** Shall the Town authorize the Selectboard to borrow money for temporary needs of the Town?
- ARTICLE V:** Shall the Town collect its taxes by its Treasurer in accordance with 32 V.S.A. Section 4791?

Mr. Barrington asked to combine Articles III, IV and V. **Motion** made by Kelly King; **seconded** by Chris West to combine the articles. Mr. Earle asked when the borrowing of money is used and how often. Mr. Nulty said it tends to be short-term, in anticipation of money coming in, for cash management. He noted it is infrequent. Mr. Barrington called a vote on Articles III through V.

Vote: Motion approved without descent.

- ARTICLE VI:** Shall the town exempt from property taxation the lands and premises known as the Jericho Center Preservation Association, which consists of 0.35 acres with the Community Center Building, and 1.0 acre more or less being the old athletic field for the Jericho High School in Jericho Center, for a period of 5 years?
- ARTICLE VII:** Shall the town exempt from property taxation the lands and premises known as the Jericho Historical Society, which consists of the Old Mill building and 5.9 acres, a residential duplex building, and the old bindery building (now housing the Saxon Hill School) for a period of 5 years?
- ARTICLE VIII:** Shall the town exempt from property taxation the lands and premises known as the Mt. Mansfield Lodge #26, which consists of 0.1 acres and the Mt. Mansfield Lodge #26 building for a period of 5 years?
- ARTICLE IX:** Shall the town exempt from property taxation the lands and premises known as the Winooski Valley Park District, which consists of 12 acres, used for a park, for a period of 5 years?

Mr. Barrington suggested combining Articles VI, VII, VIII, and IX. **Motion** made by Victor Stone; **seconded** by Paul Gross to combine the articles.

Mr. Odit stated some properties exempt from taxation and others are eligible if approved by the voters every five years. He said the ones in the warning are due for approval again. Vince Comegno from the Mt. Mansfield Lodge noted all the activities the Lodge is involved in. He said it is located in the Historic District and they are trying to improve the building. Mr. Barrington called a vote on Articles VI through IX.

Vote: Motion approved unanimously.

- ARTICLE X:** To hear the reports of the Town Officers.

Mr. Barrington presented the written reports in the Town Report and stated this is the time to make comments regarding any of the reports. There were no comments. The reports of the Town Officers stand, as is, without comment. **Motion** made by Elizabeth King; **seconded** by Cathy Paris to adopt the reports as submitted. Mr. Barrington called a vote on Article X.

Vote: Motion approved unanimously.

ARTICLE XI: Other Town business thought proper when met.

Ms. McMains encouraged everyone to visit the Town Hall to see the exhibit on display. She said the next exhibit will be done by the Historical Society from May through August in celebration of 250th anniversary. She asked any artists interested to consider displaying their work during the last four months of the year.

Norma Wasko stated she was impressed with the quality of this year's Town Report. Ms. McMains recognized the work done by Mr. Buxton. Ms. Wasko encouraged people to pick up information about health reform. She discussed the next steps and the impact on Vermonters. She noted there will be tax credits and subsidies for those who qualify. Ms. Wasko stated there is information available on the side of the room, on the website at www.vermonthealthconnect.gov, and by calling Vermont Health Access.

Elizabeth King thanked everyone who worked to get bus service in Town. She said she intends to use it.

Tom Baribault spoke about the rush to industrialize wind power. He stressed the importance of local action and local knowledge. He discussed the impact of ridge top development on watersheds. Mr. Baribault said he would like to see discussion, supported by townspeople, that whatever decisions made in ridges uphill from Jericho watersheds be subject to greater scrutiny. He said decisions are made at the State and the regional level that could lead to catastrophic problems with the Town's infrastructure. He said he would appreciate the Selectboard taking some action to allow the Town to have more scrutiny over industrial wind.

Bill Butler said he recently took a hike up Lowell Mountain, noting it is pretty, but it is an ecological catastrophe. He said the figures from Green Mountain Power were inadequate and opposition's figures were correct. He discussed flooding in the area last August, noting another foot of water would have taken out every bridge. Mr. Butler asked the Town of Jericho to call upon the Legislature for a stringent regulatory process.

Motion made by Bill Butler; **seconded** by Thomas Gates for the citizens of Jericho to advise the Legislature through its representatives to require that State and regional ridge top wind development be subject to input about watershed, infrastructure, and public safety concerns from affected communities because of the inadequacy of present regulation.

Gaye Symington opposed the motion. She stated she is a member of a commission looking at the procedures Vermont has in place for all generating facilities. She discussed touring Sheffield and Lowell sites and a meeting held in Lowell, noting disagreement with some of the facts presented. Ms. Symington stated there are mechanisms that communities and Regional Planning Commissions have in the current process to be involved. She said there are legitimate questions about whether they could be improved, but she disagrees with the tone of the proposed motion.

Ms. Wasko encouraged the Legislature to be more forthcoming in the future, particularly where watershed impacts could be negative. Kelly King spoke for the idea of the motion that we need to ensure the real information gets out. She said the current motion implies that the citizens of Jericho are anti-wind and she disagrees with that. Ms. Bernstein said her understanding of Ms. Symington's objection is the characterization that the current process is flawed. She agreed the idea that input from communities is a good thing. She said she would be in favor of the motion, leaving out the phrase about inadequacies of the current process.

Motion made by Paul Gross; **seconded** by Dave Schuler to call the question.

Vote: Motion carried - For: 49; Against: 37; Abstained: 5.

Motion made by Paul Gross; **seconded** by Peter Anderson to adjourn Town Meeting. David Barrington adjourned the meeting at approximately 12:27 p.m.

Respectfully Submitted,
Amy Richardson

Approved and Attested:

1 **Minutes 3/21/2013**

2
3 **Selectboard Meeting**
4 **March 21, 2013 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Catherine McMains (Chair), Kim Mercer, Tim Nulty

8
9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), David Villeneuve, Andy Dumas,
10 Joshua Benes, Livy Strong, Barry King, Stuart Alexander, Heather Furman, Bob Heiser
11

12 The public hearing was called to order by Ms. McMains at 7:04 p.m.
13

14 **1. Public Comment.**

15 There was none.
16

17 **2. Selectboard Reorganization and Meeting Schedule Approval.**

18 The Selectboard discussed the meeting and chair rotation schedules with Mr. Odit.
19

20 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved the Selectboard**
21 **reorganization and meeting schedule for 2013 and 2014.** The motion passed 2-0.
22

23 **3. Committee Interviews.**

24 Ms. McMains explained the Selectboard would interview all the candidates prior to making the appointments.
25 Mr. Nulty arrived 7:07 p.m.
26

27 The Selectboard members interviewed the following candidates:

- 28 • David Villeneuve for the Planning Commission;
- 29 • Stuart Alexander for the Planning Commission;
- 30 • Joshua Benes for the Conservation Commission;
- 31 • Barry King for the Development Review Board; and
- 32 • Andy Dumas for the Mobbs Committee.
33

34 The Selectboard thanked each of the candidates for their time and interest in the positions.
35

36 **4. Request for Town Green Use.**

37 Mr. Odit discussed two requests to use the Town Green with the Selectboard.
38

39 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard approved use of the Town Green for**
40 **promoting the Chicken Coop tour and market on May 18, 2013.** The motion passed 3-0. On a **motion** by Mr.
41 Nulty, seconded by Ms. Mercer, **the Selectboard approved use of the Town Green for Open Studio May 11-27,**
42 **2013.** The motion passed 3-0.
43

44 The Selectboard discussed chickens and related matters.
45

46 **5. Request from Vermont Land Trust for Letter of Support.**

47 Mr. Odit introduced Bob Heiser from the Vermont Land Trust (VLT) to discuss the request. Mr. Heiser gave an
48 overview of the project, noting the property is located at the end of Barber Farm Road. He discussed the
49 property size, noting it has prime agricultural soils and river frontage. He discussed efforts to permanently
50 protect the land from development, noting various natural resources on the property. Mr. Heiser stated the

landowners are interested in including an easement right for a trail. He stated the VLT typically does not hold trail easements, but a lot of towns do and they are good if the Town is interested. Ms. McMains suggested this might be a good project for the Trails Committee. Mr. Odit agreed.

Mr. Heiser discussed the request further. He discussed the current use of the property and the purpose of a buffer. Ms. Mercer asked what a Riparian Buffer is. Mr. Heiser explained the area would remain wooded to keep the water quality from degrading.

On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard approved support of this application.** The motion passed 3-0.

Mr. Nulty clarified that the easement for the 80 acres would be held by VLT and the easement for the trail would be held by the Town. Mr. Heiser agreed. He said the easement has no requirement to put a trail in, but it gives the Town the right. Mr. Nulty discussed the location in relation to other trails nearby, noting there might be ways to connect them. The Selectboard thanked Mr. Heiser for his time.

6. Authorize Advertisement of Request for Proposals (RFP) for Mobbs Farm Projects.

Ms. Furman said \$8,000 was approved at Town Meeting from the Open Space Fund, so the Mobbs Committee has been working on a Capital Plan. She stated they got a \$20,000 grant, noting the committee included four projects in the RFP and may include another project. She said the committee is discussing priorities. Ms. Furman stated they would like to put the projects out to bid to a number of contractors. She discussed previous efforts to obtain cost estimates and how the projects were prioritized. Ms. McMains asked about involving the Vermont Youth Conservation Corps (VYCC). Ms. Furman discussed the involvement of the VYCC, noting that the committee plans to send an RFP to them also.

On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard authorized the advertising of an RFP for improvements at Mobbs Farm.** The motion passed 3-0.

7. Renewal of Tax Stabilization Contracts.

Mr. Odit discussed the proposed tax stabilization agreements that are up for renewal. Mr. Nulty asked about the status of the new policy. Mr. Odit stated there was a meeting last night to discussed the Current Use program, which was well attended. He summarized the meeting. He said he had been contacted by another town's Town Manager to discuss efforts to phase out the program. Mr. Odit stated there are only two other towns in the State with a similar program and both are having similar discussions.

Ms. McMains noted that none of the properties should have problems with the acreage requirement in the Current Use program. Mr. Odit agreed. He discussed the phase out and the effect of renewing the agreements. The Selectboard and Mr. Odit discussed the impacts of the transition to the Current Use program. Mr. Odit discussed what is needed to renew the proposed contracts. Ms. Mercer asked whether the Town could assist with the Current Use applications. Mr. Odit said staff would assist if they could; noting the State has experts who will help with the application process. He said the Town will hold more informational meetings.

On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard renewed tax stabilization contracts for a period of three years, ending on March 31, 2016, and authorized Todd Odit to sign the agreements.** The motion passed 3-0.

8. Approve Contract for Computer Network Management.

Mr. Odit said he brought up the topic during the budget discussion and obtained quotes in late fall, early winter for the budget. He discussed the quotes received and the differences between them. He stated the support offered will save staff time. Ms. Mercer agreed that continuity and familiarity with the network is needed. Mr.

Odit discussed additional benefits. Mr. Nulty agreed the quote is a fair price. Mr. Odit and the Selectboard discussed pricing and services. Mr. Odit discussed the proposed contract terms. Mr. Nulty discussed the telecommunications business and discussions he has had in other communities.

On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard approved entering into a contract with the Tech Group for the provision of computer network management services.** The motion passed 3-0.

Mr. Nulty discussed telecommunications pricing further.

9. Liquor and Tobacco License Applications.

Ms. McMains stated the Selectboard will now act as the Liquor Control Board. Mr. Odit discussed the applications received. Ms. McMains asked about the frequency of required training. Mr. Odit stated it is every two years. The Selectboard and Mr. Odit discussed the applications further.

On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved Second Class Liquor Licenses and Tobacco Licenses for: Jericho Center Country Store, Inc.; Bruce Jolley/Jolley Associates, dba Jericho Jolley #303; Melvin Mitchell, dba Jericho General Store; and Chittenden Mills LLC.** The motion passed 3-0.

10. Other Business.

Mr. Odit discussed efforts to update the Town's Transportation Plan, including a bike/pedestrian component. He said he had also requested funding for an update of the Town's Public Works Specifications, which need updating. He said the specifications are not fundable through the Regional Planning Commission (RPC). Mr. Odit said he did obtain a proposed scope and estimate from a contractor. He discussed the vision for the bike/pedestrian portion of the plan. He discussed the cost estimates for the transportation and non-motorized transportation plan and what was budgeted. Mr. Odit suggested the Public Works Specifications might need to wait until the next budget. He stated the scope is comprehensive and said he will discuss it further with the Selectboard once the members had a chance to review it. Ms. McMains discussed the importance of these projects. Mr. Odit agreed, noting the plans will help form the Capital Budget each year.

Mr. Odit gave the Selectboard an update on the boulder in Jericho Center. He said the insurance company said it cannot have sharp edges and it will need engineered wood chips around it. Ms. Mercer noted those were used on the school playground. Mr. Odit discussed the reasoning and how much is required. Ms. Mercer suggested a contact who was involved in the playground upgrade. Mr. Odit discussed the boulder and moving it to the Center. The Selectboard and Mr. Odit discussed the matter further.

Mr. Odit stated the first public meeting on the American's with Disabilities Act (ADA) improvements to the library will be held on March 27, 2013. He said the University of Vermont (UVM) students will present ideas for the Center on March 28, 2013. Ms. McMains clarified the presentation will be their initial ideas and they will come back in April or May. Mr. Odit discussed the timing and meetings.

Mr. Nulty commented on the success of leaving the signs up in Town. He said there has been no trouble with the plows and only one complaint he is aware of. Ms. McMains agreed, noting traffic calming is a concern.

Ms. McMains stated she received the official notice from the Public Service Board that a Certificate of Public Good will be issued for the cell tower. She discussed a similar situation. The Selectboard discussed the cell tower. Mr. Odit described the location.

11. Approve minutes of 2/21/2013.

On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved the minutes of 2/21/2013 as amended.** The motion passed 2-0; Mr. Nulty abstained.

151 **12. Approve Warrants of 2/22/2013, ~~3/8/2013~~ and 3/22/2013.**

152 The Selectboard members present signed the warrants.

153

154 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard entered Executive Session at 8:47 p.m.**

155 The motion passed 3-0.

156

157 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard exited Executive Session at 9:15 p.m.** The

158 motion passed 3-0.

159

160 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard adjourned at 9:16 p.m.** The motion

161 passed 3-0.

162

163 Respectfully Submitted,

164 Amy Richardson

2
3 **Selectboard Meeting**
4 **April 4, 2013 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Tim Nulty (Chair), Kim Mercer, Catherine McMains

8
9 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Stuart Alexander, Laura
10 Zambarano, Peter Booth, Matthew Zambarano, Julie Gutgsell, Mark Zambarano, Emily Zambarano, Don Smith,
11 Chris Smith, Roger Putzel, Pam Gillis, Terry Hook, Karen Vesosky, Chris West
12

13 The public hearing was called to order by Mr. Nulty at 7:01 p.m.
14

15 **1. Public Comment.**

16 Mr. Putzel stated he and Andrew Albright wrote a letter to the Selectboard regarding the State's decision to
17 install a traffic signal at the intersection of Browns Trace Road and Route 15. He summarized the letter, urging
18 the Selectboard to contest the State's decision. He discussed reasons they feel a roundabout would be
19 preferable. Mr. Nulty agreed, noting they discussed it with the State and their engineers concluded a
20 roundabout would not fit. He discussed the reasons. He said the Selectboard can contest the decision, but it
21 would have a low probability of success.
22

23 Mr. Nulty discussed the benefits of stopping traffic, noting that he would personally prefer a roundabout. Ms.
24 McMains agreed also, noting the difficulty in moving the road to accommodate a roundabout. Mr. Putzel said
25 the whole road should not need to be moved, discussing a previous configuration that would allow for a
26 roundabout. Mr. Nulty suggested asking the Town Engineer whether there is a case to be made. Ms. Mercer
27 asked about pedestrians in roundabouts. Mr. Putzel said it varies with the country and their customs. He
28 discussed an example.
29

30 Mr. Nulty agreed to contact the Town Engineer to get his opinion. Mr. Putzel stated he would be happy to assist.
31 Ms. McMains said Mr. Odit thought about including roundabout feasibility as part of the transportation study.
32 Mr. Nulty stated the benefits outlined are accurate, noting he has not heard complaints about the roundabout in
33 Hyde Park. Mr. Putzel stated a roundabout would be beneficial for the Lee River Road and Browns Trace Road
34 intersection, discussing the reasons. The Selectboard agreed that it is worth considering.
35

36 **2. Committee Interviews.**

37 The Selectboard discussed their approach to the interviews in an effort to make them consistent. The
38 Selectboard members interviewed the following candidates:

- 39 • Peter Booth for the Planning Commission;
40 • Matt Zambarano for the Planning Commission;
41 • Wayne Howe for the Planning Commission;
42 • Karen Vesosky for the Trails Committee;
43 • Jim Carroll for the Trails Committee;
44 • Dan Smith for the Trails Committee;
45 • Terrance Hook for the Mobbs Committee;
46 • Pam Gillis for the Mobbs Committee;
47 • Chris Smith for the Mobbs Committee; and
48 • Chris West for the Development Review Board.
49 Julie Gutgsell withdrew her request to fill a vacancy on the Planning Commission.

50 Ms. McMains and Mr. Odit updated Mr. West on the change to the Certificate of Occupancy process relating to
51 a previous presentation he had made. Mr. West stated he would follow up with Efficiency Vermont and the
52 Public Service Department.
53
54 Ms. Smith asked where to find information about committee member responsibilities, time commitments, etc.
55 The Selectboard agreed they should have that information available, noting the Town Administrator could
56 provide it. Ms. Mercer described the responsibilities and time commitment for the Mobbs Committee. The
57 Selectboard and Ms. Smith discussed Mobbs Committee expectations further, including a brief history of Mobbs.
58 The Selectboard members discussed the interview process and how to improve it the next time.
59
60 **3. Approval of Summer Recreation Program Employees.**
61 Mr. Odit stated the Director has held interviews and made recommendations, which are outlined in the memo
62 provided. The Selectboard discussed the recommendations. Ms. Mercer asked what minimum wage is. Mr.
63 Odit explained why the positions are not required to be paid minimum wage. The Selectboard discussed wages
64 with Mr. Odit, agreeing to discuss the matter further with the Summer Recreation Director.
65
66 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard approved the Recreation Director's**
67 **recommended hires for the eight vacant counselor positions and the rehire of eight counselors and two**
68 **Assistant Directors.** The motion passed 3-0.
69
70 **4. Approval of Tax Stabilization Contract Terminations.**
71 Mr. Odit explained this is the paperwork to say the commitment of the contracts has expired and the terms have
72 been completed. He noted that one contract was not renewed, noting there was no response after letters and
73 emails were sent.
74
75 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved signing the Termination of**
76 **Landowner Agreement and Reacquisition of Rights for all contracts that expired on March 31, 2013.** The
77 motion passed 3-0.
78
79 **5. Liquor License Applications.**
80 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard, acting as the Board of Liquor Control,**
81 **approved the First Class Liquor License for Four Aces Hospitality LLC, dba The Fields.** The motion passed 3-0.
82
83 **6. Review Castle Cemetery Boundary Line Agreement.**
84 Mr. Odit stated Greg Wilson drafted the agreement based on work done by Brad Holden. The Selectboard and
85 Mr. Odit discussed the agreement and the boundaries. Mr. Alexander asked what the agreement is for. Mr.
86 Odit explained the issue is the boundary line between the cemetery, Mr. Villeneuve, and the church. Ms.
87 Mercer explained the history briefly.
88
89 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved the Castle Cemetery**
90 **Boundary Line Agreement as written.** The motion passed 3-0. On a **motion** by Ms. Mercer, seconded by Ms.
91 McMains, **the Selectboard authorized Town Administrator Todd Odit to sign the agreement on behalf of the**
92 **Town.** The motion passed 3-0.
93
94 **7. Approve minutes of 3/5/2013 and 3/21/2013.**
95 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard approved the minutes of 3/21/2013**
96 **as amended.** The motion passed 3-0. The Selectboard tabled approval of the 3/5/2013 minutes.
97

98 **8. Other Business.**
 99 Ms. McMains discussed grant funding through the Regional Planning Commission. She explained which
 100 committees have already reviewed the applications and what the next steps are. Mr. Odit discussed match
 101 funding included in the budget.
 102
 103 Ms. Mercer stated she would like to revisit the plan for Skunk Hollow Road at the next meeting. The Selectboard
 104 discussed whether to have further discussion at the next meeting. Ms. McMains and Mr. Nulty were against
 105 bringing up the discussion again. Ms. Mercer disagreed and discussed the reasons she feels the discussion
 106 should be re-opened. The Selectboard discussed further the pros and cons of adding the subject to the next
 107 agenda.
 108
 109 **9. Approve Warrants of 4/5/2013.**
 110 The Selectboard members present signed the warrants.
 111
 112 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard entered Executive Session at 9:12**
 113 **p.m.** The motion passed 3-0.
 114
 115 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard exited Executive Session at 10:20 p.m.**
 116 The motion passed 3-0.
 117
 118 On a motion by Ms. McMains, seconded by Ms. Mercer, the Selectboard made the following appointments. The
 119 motion passed 3-0.
 120
 121 **Conservation Commission – 3 year term**
 122 Joshua Benes – expires 2016
 123 Brian Swisher – expires 2016
 124 **DRB – 3 year term**
 125 Barry King – expires 2016
 126 Chris West – expires 2016
 127 **Listers – 1 year term**
 128 Lister/Assessor – Sandra Costes
 129 Lister – Lori Dykema
 130 Lister – Andrew Levi
 131 **Other Appointments:**
 132 Health Officer/Emergency Management Director – Paul Luciano 1 year term
 133 Animal Control Officer – Ed Stygles 1 year term
 134 Tree Warden – Don Tobi 1 year term

135 Service Officer – Louise Rosales 1 year term

136 Winooski Valley Park District – Sonya Schuyler – expires 2016

137 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard adjourned at 10:25 p.m.** The motion
138 passed 3-0.

139

140 Respectfully Submitted,

141 Amy Richardson

1 **Minutes 4/18/2013**

2
3 **Selectboard Meeting**
4 **April 18, 2013 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7
8 **Members present:** Tim Nulty (Chair), Kim Mercer
9

10 **Others present:** Todd Odit (Town Administrator), Richard Heaps, Robert Naylor, Helena Gardner, Peter Booth
11

12 The public hearing was called to order by Mr. Nulty at 7:05 p.m.
13

14 **1. Public Comment.**

15 There was none.
16

17 **2. Approve Assessment of School Impact Fee Update.**

18 Mr. Odit discussed the history of school impact fees. He stated the Town has not updated the study the fees are
19 based on since they were implemented. He recommended starting the study, noting funds are available in the
20 budget to do so. Mr. Odit and the Selectboard discussed school impact fees. Mr. Heaps discussed updating the
21 assessment of school impact fees, noting the importance of re-evaluating whether fees are appropriate. He
22 answered questions from the Selectboard about the impact of the fees. He also discussed the use and
23 recordkeeping of impact fees. The Selectboard, Mr. Odit, and Mr. Heaps discussed liability concerns. Mr. Odit
24 explained the importance of updating the study and possible outcomes. Mr. Heaps spoke about other towns in
25 the area.
26

27 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard approved the proposal from Northern**
28 **Economic Consulting, Inc., to analyze the basis that exists for the Town to continue to collect school impact**
29 **fees.** The motion passed 2-0.
30

31 **3. Request to Discuss Trail Committee Issues - Robert Naylor.**

32 Mr. Naylor, Chair of the Trails Committee, discussed work done by the committee. He asked whether all public
33 trails should be approved. He also asked what trails the committee will be charged with after they are approved
34 by the Town. Mr. Nulty and Mr. Naylor discussed the patchwork of trails that currently exist. Mr. Nulty said
35 another charge of the committee is how to build and expand the trail system, noting that inventorying what
36 exists is great, but it is only the beginning. Ms. Mercer suggested also inventorying commonly used, but not
37 public, trails, noting an example.
38

39 Mr. Naylor said he wasn't aware of that charge from reading the committee's charter. He asked whether trails
40 are intended for public use once they are designated on the map. Ms. Mercer said she thought the Trails
41 Committee was going to work on gaining permission to use them. Mr. Naylor stated his understanding is that
42 any contact the committee members have with landowners needs to go through the Selectboard. Mr. Nulty
43 discussed the vision for the committee, noting that perhaps the charter needs to be changed. He stated there
44 are legal constraints that will need to be operated under. Mr. Naylor and the Selectboard discussed when it is
45 appropriate for the committee to contact landowners to discuss a trail.
46

47 Ms. Gardner discussed trails that are being used. She stated that if the Town puts them on maps as Town trails,
48 it will need an easement or a license. Mr. Naylor asked if the committee has the Selectboard's support to
49 inquire if landowners are amenable. The Selectboard discussed landowner contact with Mr. Naylor. Mr. Odit

50 suggested the committee should provide the Selectboard with advance notice prior to contacting landowners,
51 discussing his reasoning. The Selectboard discussed the vision and charges of the Trails Committee.
52 Ms. Gardner clarified one of the goals is to make informal trails more readily available to residents, without
53 making them public. She stated it would be helpful to have a map, marking those that are only for pedestrian
54 use. Mr. Naylor suggested also noting on the map trails that are used at the landowner's discretion. Mr. Odit
55 stated the Non-motorized Transportation Plan will help with this effort. He discussed the role of the plan. The
56 Selectboard, Mr. Naylor and Ms. Gardner discussed landowner contact, existing trails, and mapping. Ms.
57 Gardner noted the importance of making sure landowners know who to contact if issues arise.
58
59 Mr. Odit discussed the role of the Trails Committee in the Non-motorized Transportation Plan and its
60 implementation. Mr. Naylor and the Selectboard discussed the possible trail easement on Barber Farm Road.
61 Mr. Naylor asked about trail management. Mr. Nulty said they had envisioned the Trails Committee would
62 become manager of the trail system. Mr. Naylor discussed how to move forward and develop a system to
63 manage trails. He asked permission to speak to the principles involved about the potential trail and the
64 Selectboard agreed. Mr. Naylor noted potential issues with creating a trail on the property. Mr. Odit stated
65 there is no easement yet, so this is all speculation at this point.
66
67 The Selectboard and Mr. Odit discussed the potential trail easement further. Mr. Naylor discussed the benefits
68 of having the easement. Mr. Odit said his understanding is that they have to provide some public access. He
69 noted the terms were not discussed, so if one is presented the Town will have to make sure it is willing to agree
70 to all of the conditions. The Selectboard, Mr. Odit, and Mr. Naylor discussed the matter further. Mr. Naylor
71 clarified the Trails Committee responsibilities with the Selectboard. The Selectboard asked the Trails Committee
72 to continue their efforts. Mr. Naylor thanked the Selectboard for their time.
73
74 **4. Discussion of Recreation Counselor Wages.**
75 Mr. Odit stated there was a question at the last meeting about wages paid to the recreation counselors. He
76 discussed the current wage structure and what is required to be paid to full time students. The Selectboard and
77 Mr. Odit discussed wages for students and what is fair. Ms. Mercer asked about State requirements and Mr.
78 Odit explained the State requirements. Ms. Mercer discussed the cost of increasing wages and the impact of
79 pay versus performance.
80
81 **5. Green Up Day Breakfast Funding Request.**
82 Mr. Odit said the funds are available in the budget.
83
84 On a motion by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard approved a \$200 contribution for the**
85 **publicity and the Green Up Day Breakfast.** The motion passed 2-0.
86
87 **6. Receipt of Calendar Year 2012 Bridge Inspection Reports.**
88 Mr. Odit stated the Bridge Inspection Reports are on a 24 month cycle. He said three were inspected this year,
89 noting that since the previous report work has been done on all three of the bridges. He discussed upcoming
90 work and funding. The Selectboard and Mr. Odit discussed other bridges that need work.
91
92 The Selectboard **acknowledged receipt of the Calendar Year 2012 Bridge Inspection Summary Reports.**
93
94 **7. Review of Highway Department Job Descriptions and Draft Personnel Handbook Language.**
95 The Selectboard tabled discussion of the job descriptions and draft Personnel Handbook language.
96
97 **8. Approve minutes of 3/5/2013 and 4/4/2013.**
98 The Selectboard tabled approval of the 3/5/2013 and 4/4/2013 minutes.
99

100 **9. Other Business.**

101 Committee Appointments

102 Ms. Mercer said it is her understanding the Jericho Planning Commission (JPC) has suffered from personality
103 issues, so new members should help the commission to be more efficient and effective. Mr. Nulty stated he
104 attended a recent meeting and the JPC did not agree to any recommendations as a body. He said he witnessed
105 examples of what Ms. Mercer described and he agreed with the appointments, noting Ms. McMains supported
106 them also during the Executive Session discussions. Mr. Booth asked who the members of the JPC are. The
107 Selectboard listed the current members and discussed upcoming training for the JPC.

108

109 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard appointed Wayne Howe and Peter Booth**
110 **to the Planning Commission for three year terms and Matthew Zambarano to the Planning Commission for**
111 **two remaining years of a three year term.** The motion passed 2-0.

112

113 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard appointed Dan Smith and Karen Vesosky to**
114 **the Trails Committee and Jim Carroll as an alternate.** The motion passed 2-0.

115

116 The Selectboard and Mr. Odit discussed the Mobbs Committee and the number of members.

117

118 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard appointed Andy Dumas, Terrance Hook,**
119 **Pam Gillis, and Chris Smith to the Mobbs Committee.** The motion passed 2-0.

120

121 **10. Approve Warrants of 4/9/2013 and 4/19/2013.**

122 The Selectboard members present signed the warrants.

123

124 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard entered Executive Session at 8:27 p.m.**
125 The motion passed 2-0.

126

127 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard exited Executive Session at 8:32 p.m.** The
128 motion passed 2-0.

129

130 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard adjourned at 8:32 p.m.** The motion
131 passed 2-0.

132

133 Respectfully Submitted,

134 Amy Richardson

1 **Minutes 5/2/2013**

2
3 **Selectboard Meeting**
4 **May 2, 2013 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7
8 **Members present:** Catherine McMains (Acting Chair), Kim Mercer
9

10 **Others present:** Todd Odit (Town Administrator), Amy Richardson (Secretary), Andrew Albright, David Schuler,
11 Vincent Comegno, Mike Weisel, Bob Schermer, Robin Bartlett, Bob Thigpen, Sarah Gilmore, Terence Hook, Brian
12 Stevens, Benjamin Joslin, Kyler Parrow, Brian Ribbans, Nicole Rogers
13

14 The public hearing was called to order by Ms. McMains at 7:04 p.m.
15

16 **1. Public Comment.**

17 There was none.
18

19 **2. Presentation of Jericho Center Traffic Calming Design - UVM Senior Engineering Students.**

20 University of Vermont (UVM) senior engineering students Brian Ribbans, Nicole Rogers, Kyler Parrow, and
21 Benjamin Joslin presented a proposed traffic calming design for Jericho Center. The following are highlights of
22 the proposed design:

- 23 • Continue sidewalks through the green and along the parking near the church.
 - 24 • Provide reverse angle parking across from the store.
 - 25 • Add three parallel parking and three angle parking spaces along Browns Trace Road with a retaining wall.
 - 26 • Install a 2' wide median, reducing travel lanes to 10' wide.
 - 27 • Move the crosswalk directly in front of the store.
 - 28 • Add a welcome sign with speed radar feedback.
 - 29 • Install another 2' wide median to the south with a crosswalk through it.
 - 30 • Establish a choker in front of the Community Center with a bicycle bypass.
- 31

32 Mr. Albright asked what a choker is and the students explained. Various examples were discussed. Mr. Schuler
33 asked about space for trucks going through and the students stated there would be sufficient room for most
34 trucks. Mr. Schermer asked about reverse angle parking and the students explained how that type of parking
35 would work and the benefits. Ms. McMains noted the design provides additional parking. Mr. Schuler asked
36 whether the students had considered removing parking from Browns Trace Road entirely and they said they had
37 not. Mr. Odit stated the Selectboard considered it and decided against the idea.
38

39 Mr. Schermer asked whether the sidewalks would require any tree removal from the green. The students
40 discussed plantings on the green, noting that one 8" maple would need to be removed and additional plantings
41 would be added for beautification. Mr. Schermer asked whether there is sufficient line of sight for reverse angle
42 parking and the students explained there would be, discussing how it will have the added benefit of calming
43 traffic. Mr. Albright asked about the difference in elevation where the retaining wall would be installed and the
44 ownership of the land. The students responded the retaining wall would be 3' high and the Town owns the land.
45 Mr. Albright asked whether more fill could be added to create more parking. The students discussed the
46 reasons additional parking was not included in their design, including permitting and drainage.
47

48 Mr. Schuler asked what modeling was done to ensure there would not be a lot of back up at peak times due to
49 reverse angle parking. The students responded they have not done any simulation yet. They also provided cost
50 estimates for each item, noting the entire project would cost \$109,675 if it was done all at once. The proposed
51 sidewalks were discussed. The students noted they considered the possibility of installing a roundabout at the
52 Plains Road intersection and developed a design to satisfy curriculum requirements. The possibility of a
53 roundabout was discussed, including the reasons why it would be difficult to integrate one at that intersection.
54 The students indicated a split in the median would allow for deliveries, noting the edging would be sloped for
55 that purpose. The longevity of medians was discussed.

56
57 Mr. Albright thanked the students for the discussion of the roundabout. He noted that although the traffic
58 volume at the intersection would not justify one, it would serve the purpose of forming a gateway. The students
59 agreed and discussed the reasons it would be aesthetically pleasing, but would not be practical. Mr. Albright
60 asked about the possibility of a half roundabout, discussing a possible design. The students discussed the
61 possibility and locations where they have been used.

62
63 Mr. Hook asked about the possibility of plantings within the median. The students agreed there would be room
64 and discussed the possibilities. Mr. Odit noted an example in Williston. Mr. Schermer asked about the
65 minimum land widths. The students explained it would be 24' edge to edge; with striping 1' off each side and
66 11' of travel area that would be painted at 9'. Mr. Albright asked whether consideration was given to parking
67 around the green. The students explained the scope of their proposal, noting the existing informal parking
68 would continue. Ms. McMains stated students were asked to look at traffic calming and parking for the store,
69 noting that if and when the project is undertaken it could be considered. Mr. Schuler asked if it is the Town's
70 responsibility to provide parking for the store. Ms. McMains said it is not, however safety is.

71
72 Mr. Bartlett asked how much the store would contribute to the project. Ms. McMains stated the project is for
73 traffic calming and pedestrian safety. Mr. Bartlett asked whether other stores would be provided additional
74 parking, stating he does not understand why taxpayers should fund it. Ms. Mercer explained there was no cost
75 for this; it was a project for the students. Ms. McMains noted the Town had allocated money to pay for
76 engineering of traffic calming in the center. Mr. Bartlett said the students did a good job. Ms. McMains clarified
77 the students were asked to address traffic calming in their design.

78
79 Mr. Schuler asked about the next steps. Ms. McMains discussed the process. Mr. Hook asked whether the cost
80 estimates were in order of priority. The students said the costs were estimated by feature and were in no
81 particular order. They explained medians and chokers are the most important for traffic calming and parking is
82 the most important to address safety concerns. Ms. McMains agreed, noting the Selectboard was provided
83 information about which mechanisms are most cost effective to calm traffic. Mr. Schuler asked which features
84 would reduce accidents. The students responded their classes did not focus on safety, but they looked at the
85 effectiveness ratings for all of the features.

86
87 The Selectboard and the residents thanked the engineering students for their presentation. Ms. McMains
88 explained the Selectboard would not be making a decision tonight.

89
90 Mr. Bartlett discussed another meeting where traffic and parking were talked about. He discussed his
91 observations near Mills River Park and on Browns Trace Road. He asked the Selectboard to consider observing
92 the areas being discussed with a police officer. He also suggested increased enforcement to address the
93 concerns. Ms. McMains discussed police coverage, stating it is more cost effective to install medians. Mr.
94 Bartlett said he lives on Browns Trace Road and he feels this is blown out of proportion. Mr. Schuler discussed
95 the natural speeds of roads as compared to the posted speed limits. He said traffic is being constricted and
96 asked what the big picture is. Ms. McMains stated a major transportation study is planned to determine the big
97 picture and prioritize future projects.

98 Mr. Schuler and Ms. McMains discussed projects planned and the timing. Mr. Schuler expressed concern about
99 unintended consequences. He discussed traffic patterns and asked where the traffic will go. He also discussed
100 speed limits in the area. Mr. Bartlett stated he spoke with Randy Clark Sr. and Randy Clark Jr. who indicated
101 there have been very few, minor accidents in Jericho Center. Ms. McMains stated the Selectboard is responsible
102 for public safety and they prefer not to have any serious incidents. She said the Town needs to address the
103 safety issues in the center.

104
105 Mr. Schuler suggested moving parking off Browns Trace Road completely might be a better solution. Ms.
106 McMains said there would be more engineering in the future and that could be considered. Parking and safety
107 were discussed further. Concerns were expressed about limiting traffic in such a way that it would be difficult to
108 get to the interstate. Ms. McMains said she appreciates the concerns raised, noting the Skunk Hollow Road
109 project was data driven. The Selectboard and Mr. Odit discussed opportunities for participation in planning,
110 studies, and budgeting; including the availability of the information upon request.

111
112 Mr. Hook noted the importance of the Town Plan, stating this presentation is consistent with it. He quoted the
113 Town Plan, saying the objectives have already been approved. Mr. Schermer expressed concern about the lack
114 of accident records. He discussed the safety issues in Jericho Center, including some examples. He also
115 discussed the traffic volume and speeds. Mr. Schermer stated the speed has a significant impact on people who
116 live there.

117
118 Ms. McMains thanked everyone for their input and asked them to stay involved in the process as it moves
119 forward.

120
121 **3. Discussion of Residential Buildings Energy Code Compliance Certificate.**

122 Mr. Odit said the issue was raised by a member of the public; he looked into it and thought it would be easy to
123 do. He stated that the first time someone came in a lot of issues came up. He discussed meetings held to
124 resolve the issues. Mr. Odit stated the current regulations do not give the Town the authority to require the
125 certificates. He said if the Town does consider requiring them, there are a number of other considerations. Ms.
126 McMains said this is one of the reasons no other Town has implemented the requirement, noting it is an issue
127 between the State and the legislature. She discussed priorities and funding, noting it is putting many
128 municipalities between the legislature and the State. Mr. Odit discussed some of the issues raised. He said the
129 Town attorney advised us that we do not have authority under the current regulations.

130
131 Mr. Albright stated the residential building efficiency standard is a statutory requirement. The Selectboard
132 explained the Town does not have authority to enforce it. Mr. Albright described what the statute says. He said
133 his understanding is the intent was making it voluntary. He stated the Town is not requiring them to comply,
134 rather to certify whether they have or not. Mr. Odit clarified the initial concern was the certificates were not
135 being filed and the intent was to require the builder to file before the Town would issue a Certificate of
136 Occupancy. He said the Town attorney stated the Town cannot do that, noting that some towns do it using
137 building codes.

138
139 Ms. McMains suggested the zoning could encourage compliance in the future. Mr. Odit suggested if the
140 decision is made to require them, landowner notification up front should be included. The Selectboard, Mr.
141 Albright, and Mr. Odit discussed possible ways of moving forward in the interim. Mr. Albright expressed concern
142 about a request the Energy Task Force (ETF) made to the Development Review Board (DRB) relating to an
143 application. He discussed the requirements and enforcement. Ms. McMains noted she would follow up with
144 other committees she is involved with, stressing the importance of education relating to the requirements.

145

Mr. Albright said it is a lot more cost effective to consider energy efficiency during construction. Ms. McMains thanked Mr. Albright for his comments. She suggested the ETF discuss it with the Planning Commission. The Selectboard, Mr. Albright, and Mr. Odit discussed how to move forward.

4. Approve Memorandum of Understanding (MOU) for Safe Routes to School Feasibility Study.

Mr. Odit discussed the options for selecting a consultant for the Safe Routes to School Feasibility Study. He stated he needs the Selectboard's approval of the MOU.

On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved the Memorandum of Understanding with vTrans for the Safe Routes to School Feasibility Study at the Route 15 and River Road intersection.** The motion passed 2-0.

5. Approve minutes of 3/5/2013, 4/4/2013, and 4/18/2013.

On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved the minutes of 3/5/2013 as written.** The motion passed 2-0. On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved the minutes of 4/4/2013 as amended.** The motion passed 2-0. The Selectboard tabled approval of minutes from the 4/18/2013 meeting.

Mr. Odit and the Selectboard discussed the timing of posting minutes on the website.

6. Other Business.

Mr. Odit stated he received a notice that the State has identified a section of River Road between the Route 15 intersection and somewhere in Underhill as high risk area. He said the section will go into the High Risk for Rural Roads Program, noting it likely has a lot to do with the intersection. The Selectboard and Mr. Odit discussed the possible reasoning for the classification.

Mr. Odit said today is the end of the appeal period for the Mobbs parking lot building permit. He said the fence will be installed on May 7th and he is coordinating the installation of the gate. Ms. McMains said that is exciting. Ms. Mercer asked about signage on the other side of Mobbs Farm. Mr. Odit stated the committee has created and posted new maps. He said they will add the new parking lot to the map when it is opened. Ms. Mercer suggested posting signs directing people to the other parking lot when that one is full. She discussed the parking situation. Mr. Odit said he would mention that to the Mobbs Committee. Ms. McMains agreed that additional signage should be posted.

Ms. McMains discussed activity and hearings occurring with the Regional Planning Commission (RPC). Mr. Odit said the Town did well getting approval for \$100,000 worth of studies. Ms. McMains agreed, saying they are not expecting much public comment.

Ms. Mercer asked about the status of the pedestrian bridge easements. Mr. Odit said the State met with the property owners and is in the process of determining what to offer for compensation for their loss of business. He discussed the impact of construction on business.

The Selectboard discussed the upcoming chicken coop tours. Ms. McMains asked if the Selectboard is required to appoint an interim Town Auditor. Mr. Odit said no.

7. Approve Warrants of 4/5/2013, 4/9/2013, 4/19/2013, 5/3/2013, and 4/19/2013.

The Selectboard members present signed the warrants.

On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard adjourned at 8:28 p.m.** The motion passed 2-0.

196 Respectfully Submitted,
197 Amy Richardson

1 **Minutes 6/6/2013**

2
3 **Selectboard Meeting**
4 **June 6, 2013 at 8:30 a.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6
7

8 **Members present:** Tim Nulty (Chair), Catherine McMains, Kim Mercer
9

10 **Others present:** Todd Odit (Town Administrator), Paula Carrier (Personnel Assistant)
11

12 The meeting was called to order at 8:35 a.m. by Mr. Nulty.
13

14 **1. Public Comment.**

15 There was none.
16

17 On a motion by Ms. Mercer, seconded by Ms. McMains, the Selectboard entered executive session at 8:36 a.m.
18 to discuss personnel issues, and requested the presence of Mr. Odit and Ms. Carrier. The motion passed 3-0.
19

20 Ms. Carrier and Mr. Odit were excused from the executive session at 9:24 a.m.
21

22 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard exited executive session at 9:46 a.m.**
23 The motion passed 3-0.
24

25 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard adjourned at 9:46 a.m.** The motion
26 passed 3-0.
27
28

29 Respectfully Submitted,

30 Todd Odit

2
3 **Selectboard Meeting**
4 **June 6, 2013 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7
8 **Members present:** Catherine McMains (Chair), Kim Mercer
9

10 **Others present:** Todd Odit (Town Administrator), Karen Lawson, Robin Bartlett, Bert Lindholm, Tom Moreau
11

12 The public hearing was called to order by Ms. McMains at 7:04 p.m.
13

14 **1. Public Comment.**

15 Mr. Odit asked the Selectboard to interview Karen Lawson for a vacated seat on Jericho Center Library Board.
16 Ms. McMains asked Ms. Lawson to tell them a little about herself. Ms. Lawson introduced herself, discussing her
17 involvement with other libraries. She said she is a retired social worker. She discussed what the Library Board
18 needed and her strengths. Ms. Mercer asked about the term. Mr. Odit said he would look it up, he noted it was
19 an elected position and the person elected had stepped down. The Selectboard thanked Ms. Lawson for
20 volunteering.
21

22 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard appointed Karen Lawson to the**
23 **Jericho Center Library Board.** The motion passed 2-0.
24

25 **2. Update on Palmer Lane to Underhill Sidewalk Project.**

26 Mr. Odit said the sidewalk project from Palmer Lane to Underhill Town line is ready. He said the cost estimates
27 have increased since the estimate when the Town applied for funding. Ms. McMains said that was a long time
28 ago, so she was not surprised the costs increased. Mr. Odit discussed the cost estimates of the projects,
29 including what work is eligible for federal funding and what work is not. He said the total cost is approximately
30 \$46,000 more than originally estimated. He stated one approach would be to apply for additional funding;
31 noting that it would not cover the whole amount and it would push the project out further.
32

33 Ms. Mercer asked about the contingency expense. Mr. Odit explained the agency requires 10% of estimated
34 construction cost in case there are additional unanticipated expenses. He said that amount may or may not be
35 used. Mr. Odit and the Selectboard members discussed the estimated expenses further. Mr. Odit discussed
36 funding available for the project. The Selectboard and Mr. Odit discussed how to proceed.
37

38 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved the budget increase to**
39 **proceed as planned with the sidewalk along Palmer Lane to Underhill.** The motion passed 2-0.
40

41 **3. Discussion of Vermont Health Connect.**

42 Mr. Odit stated there will be changes to the way health insurance is offered in Vermont. He discussed how the
43 changes will affect employees and organizations. He said if the Town chooses to offer insurance, employees will
44 be able to choose which plan they want. Mr. Odit discussed the impact on budgeting. Ms. McMains noted they
45 discussed this same topic at the Executive Committee of the Regional Planning Commission (RPC) the previous
46 night. Mr. Odit said he has researched the possibility of the Town not offering insurance. He discussed the
47 impact to employees.
48

49 Ms. McMains stated the RPC had discussed the unintended consequences, such as retirement and tax credits.
50 Ms. Mercer asked if there was a way to designate a special fund that does not affect an employee's taxable

51 income. Mr. Odit stated the Town could not and he discussed the applicable rules. He said if the Town decides
52 to offer insurance, then it will need to decide what to cover. He discussed various examples and what is
53 currently covered. Mr. Odit discussed the costs involved and budgeting implications. Mr. Odit noted that the
54 plans that are offered will expose employees to additional out of pocket costs. He discussed the reasoning. Ms.
55 Mercer clarified that the prices are going up on all plans. Mr. Odit said that is unclear. The Selectboard and Mr.
56 Odit discussed plans and costs further.

57
58 Mr. Odit said he discussed this information with the employees, letting them know the budgeted amount was
59 unlikely to increase significantly. Mr. Odit continued to discuss potential costs, including premiums and
60 budgeted amounts with the Selectboard members. He also discussed the types of plans employees are
61 currently enrolled in. Mr. Odit clarified that the employees will be choosing the plan; the Town does not have
62 the choice once the changes are implemented. The Selectboard discussed the matter further. Mr. Odit
63 explained the changes make it very difficult for the Town to plan healthcare costs going forward. The
64 Selectboard and Mr. Odit discussed some example scenarios and who is going to be impacted by the changes.

65
66 Mr. Odit stated no decisions need to be made now. Ms. McMains said a decision would need to be made by
67 October and noted the frequently asked questions were useful. She said no one knows what is going to happen
68 and discussed how to approach the budget.

69 70 **4. Discussion of School Impact Fee Review Study.**

71 Mr. Odit stated the consultant updated the study on impact fees and found that there is no basis to continue
72 collecting them. Ms. Mercer clarified that if classrooms need to be added in the future, the fees could be
73 reinstated. Mr. Odit agreed and discussed when they should be used. Mr. Lindholm clarified what fees were
74 being discussed. Ms. Mercer explained the intent of school impact fees. Mr. Lindholm clarified that the road
75 impact fees remain and Mr. Odit agreed. Mr. Odit discussed the matter further with the Selectboard members.
76 The Selectboard members agreed with the consultant's findings.

77 78 **5. Chittenden Solid Waste District (CSWD) Budget Presentation.**

79 Mr. Moreau and the Selectboard members discussed compost and gardens. Mr. Moreau said the good news is
80 the CSWD operating budget is down this year, noting they are cutting where they can. He said the bad news is
81 that revenues are down even more. He discussed the changes in waste management, stating there is less
82 garbage. Mr. Moreau predicted there will be even less trash with the increase of organic composting. He
83 discussed the changes in revenues, which include solid waste management fees, tipping fees, and sale of
84 material.

85
86 Ms. Mercer made some observations from a customer's perspective, discussing an example. Mr. Moreau
87 discussed what CSWD to try to ensure consistency among the drop off centers. He also discussed what
88 information is tracked at the centers. Ms. McMains said the budget states employees will contribute
89 approximately 11% of the overall total health insurance premium costs, asking what the plans are with the
90 changes. Mr. Moreau said there was a meeting with the Vermont League of Cities and Towns (VLCT) last week.
91 He stated CSWD will do two things: 1) Pick a plan for each situation; and 2) Notify the employees they will have
92 to pay extra for different plans.

93
94 Mr. Moreau discussed budgeting periods versus premium periods, noting they budget conservatively. Mr.
95 Lindholm asked about joining or leaving VLCT. Mr. Moreau discussed the process to leave or rejoin through
96 VLCT. He stated they are ready and should see the rates in July. He discussed how more or less expensive plans
97 will be treated. Ms. McMains observed that due to the composting issue CSWD had to draw from its residual
98 fund. Mr. Moreau discussed the amount of operating expenses that should be in reserves. He said that is the
99 reason for the rate increase.

101 Ms. Mercer asked about the Town's contribution. Mr. Lindholm said the Board analyzed and discussed the
102 matter, deciding on the rate increase. Mr. Moreau discussed the decrease in budgets over the years, while
103 many costs have increased. He said CSWD is cutting costs while asking for the increase. Ms. Mercer stated the
104 issue was handled very well. She and Mr. Moreau discussed their experiences. He discussed the matter further
105 with the Selectboard members, including the reasons it was handled in the manner it was.

106
107 Ms. McMains asked about updates on the studies on consolidated collection. Mr. Moreau said they heard
108 overwhelmingly from the communities that they wanted to protect the small collectors. He stated it is taking a
109 little longer than anticipated. He discussed the distribution of collectors. Mr. Moreau discussed the reasons it
110 has stalled. Mr. Lindholm spoke about the Board's position. Mr. Moreau and Mr. Lindholm discussed the
111 matter further with the Selectboard.

112
113 Ms. Mercer asked about the residual fund. Mr. Moreau stated that is CSWD's cash flow, which is used to
114 continue operations while collecting accounts payable. Ms. Mercer and Mr. Moreau discussed residual funds
115 further. Ms. Mercer asked how CSWD will make money on marketing and Mr. Moreau explained. The
116 Selectboard, Mr. Moreau, and Mr. Lindholm discussed the matter further. Mr. Lindholm stated how compost
117 will be tested going forward. Mr. Moreau explained the choices the Town has with the budget.

118
119 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved the Fiscal Year 2014 Budget**
120 **Proposal for Chittenden Solid Waste District.** The motion passed 2-0.

121
122 Mr. Lindholm asked if the Selectboard was going to take action on the letter from Mr. Buxton. The Selectboard
123 members explained the issue is being deliberated on by the Development Review Board (DRB). Mr. Lindholm
124 discussed concerns raised and the legal implications. He explained the concerns about the cemetery access.
125 Mr. Odit clarified the agreement is regarding the boundary lines. He discussed ownership documentation. The
126 Selectboard discussed the matter further with Mr. Lindholm and Mr. Odit. Mr. Bartlett stated it was his
127 understanding that Mr. Villeneuve had worked out an agreement with the church. Ms. McMains stated they are
128 not aware of that and discussed the separation between the DRB decisions and the Selectboard. Mr. Odit stated
129 if there is something official the Town has not been notified of it. Mr. Lindholm discussed his understanding of
130 what has happened.

131
132 **6. Approve minutes of 5/2/2013.**

133 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard approved the minutes of 5/2/2013 as**
134 **amended.** The motion passed 2-0.

135
136 **7. Other Business.**

137 Mr. Odit said bids for the Palmer Lane sidewalk are due Monday. He said he needs approval to sign the
138 contracts.

139
140 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard authorized the Town Administrator to**
141 **sign contracts relating to the sidewalk from Palmer Lane to the Underhill town line.** The motion passed 2-0.

142
143 Mr. Odit and the Selectboard members discussed the upcoming meeting schedule. Mr. Odit stated he received
144 final grant approval for the Skunk Hollow paving project. He discussed the timeline of work. Ms. McMains
145 asked about minimizing the amount of signage. Mr. Odit said they did minimize the number of speed limit signs.
146 He discussed the rules regarding speed table signage with the Selectboard members. They also discussed the
147 impact of speed tables. Ms. Mercer said she feels the speed tables should be postponed.

148
149 Ms. Mercer asked if the switch to the new technology company had occurred. Mr. Odit said it had and it is going
150 well. Mr. Odit discussed what will be on the agenda for the next meeting. Ms. McMains stated she has stepped

151 down from the Executive Committee. Ms. McMains asked if there are any cost estimates of the flood damage.
152 Mr. Odit discussed the damage from the recent flooding and compared it to the flooding in April 2013. Ms.
153 Mercer asked if the Town might receive assistance. Mr. Odit said it could, but it is a long process. He discussed
154 mitigation efforts, which appeared to help. He also discussed road work. Ms. Mercer asked about ditching
155 maintenance. Mr. Odit stated it is done as the budget and the staffing allows. He and the Selectboard discussed
156 gravel road maintenance.

157
158 Ms. McMains said people have been presented with a petition to increase the Selectboard to five members. She
159 said people have asked her if Mr. Messier had even approached the Selectboard about the matter, noting that
160 he had not, but he is not required to. Ms. Mercer said she had heard rumors and had been asked about her
161 opinion.

162
163 **8. Approve Warrants of 5/17/2013, 5/22/2013 and 5/31/2013.**

164 The Selectboard members present signed the warrants.

165
166 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard adjourned at 8:48 p.m.** The motion
167 passed 2-0.

168
169 Respectfully Submitted,
170 Amy Richardson

1 **Minutes 6/14/2013**

2
3 **Selectboard Meeting**
4 **June 14, 2013 at 8:50 a.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7
8 **Members present:** Tim Nulty (Chair), Kim Mercer, Catherine McMains
9

10 **Others present:** Todd Odit (Town Administrator), Greg Wilson (Town Attorney), Paula Carrier (Personnel
11 Assistant)
12

13 The public hearing was called to order by Mr. Nulty at 8:50 a.m.
14

15 **1. Public Comment.**

16 There was none.
17

18 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard entered Executive Session at 8:52 a.m.**
19 to discuss personnel issues, and included the attendance of the Town Administrator, Town Attorney, Personnel
20 Assistant and other employees of the highway department. The motion passed 3-0.
21

22
23 The executive session was continued to a time and date to be determined at 11:55 a.m.
24
25
26

27 Respectfully Submitted,
28 Todd Odit

1 **Minutes 6/19/2013**

2
3 **Selectboard Meeting**
4 **June 19, 2013 at 8:30 a.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7
8 **Members present:** Tim Nulty (Chair), Kim Mercer, Catherine McMains
9

10 **Others present:** Todd Odit (Town Administrator)
11

12 The executive session from June 14, 2013 was continued at 8:30 a.m.
13

14 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard exited Executive Session at 9:13 a.m.**
15 The motion passed 3-0.
16

17 On a **motion** by Ms. Mercer, seconded by M. McMains, **the Selectboard approved the termination of Kenneth**
18 **Barkyoumb, his termination letter, and the filing of it in his personnel record.** The motion passed 3-0.
19

20 On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard adjourned at 9:15 a.m.** The motion
21 passed 3-0.
22

23 Respectfully Submitted,
24 Todd Odit

**Selectboard Meeting
June 20, 2013 at 7:00 p.m.
Jericho Town Hall, 67 Vermont Route 15**

Members present: Tim Nulty (Chair), Catherine McMains, Kim Mercer

Others present: Todd Odit (Town Administrator), Jennifer Murray (Planning & Development Coordinator), Amy Richardson (Secretary), Bob Mulcahy, Andrea Murray, Dan Manz, Richard Kemmer, Elizabeth King, Richard Meyers, Heather Hill-Dinsfriend, Bob Schermer, Andrea Hook, Gary Irish, Emilie Alexander, Orellyn Emerson, Barb Adams, Mike Weinberg, Paul Luciano, Jim Adams, Linda Porter, Robin Bartlett, Jessica Alexander

The public hearing was called to order by Mr. Nulty at 7:07 p.m.

1. Public Comment.

There was none.

2. Presentation of Jericho Library Americans with Disabilities Act (ADA) Options.

Mr. Odit gave an introduction and brief history, noting the Town received a small grant to analyze what could be done to provide access to the main floor and make small changes to the bathroom to be in compliance with the Americans with Disabilities Act (ADA). He said there was a question as to whether more should be done. He discussed the reasons for looking at other options, mainly to improve accessibility and usability of the building. Mr. Odit discussed what the grant covers, noting there are also construction grants available. He said the architect developed three concepts, which she is here to present.

Ms. Mercer arrived at 7:09 p.m.

Ms. Andrea Murray introduced herself, noting she works for Vermont Integrated Architecture. She presented three design options, as follows:

Option 1: Horizontal expansion which includes first floor accessibility upgrades and an addition with space for a children's room and a meeting area on the first floor. The upper floor would not be used as gathering space. An earthen ramp would be constructed to access a new entry porch into a vestibule accessing the main library space or new addition. This option adds 754 square feet to the existing 1,004 square feet. The cost is approximately \$225,735, including structural upgrades and finishing.

Option 2: Vertical expansion which includes the addition of an access tower with first floor accessibility, a lift, and an egress stairway for second floor accessibility. An earthen ramp would be constructed to access the vestibule to enter the library, stairs, or lift to the second floor. The bathroom would be expanded in its current location. The existing stairs remain, but are not in use. This option adds 258 square feet, renovates 50 square feet, and paints 954 square feet. The cost is approximately \$195,025.

Option 3: Horizontal and vertical expansion which includes the addition of space for an accessible entry, a children's room, and a meeting space. The existing stairway and bathroom facilities would be replaced with a code compliant stairway, lift, and accessible bathroom. An earthen ramp would access an entry porch into the vestibule which leads into the main library area or into the multipurpose/children's space. The Librarian would be located in an area in the center. A

51 reading nook and bathroom are included and the design could be reconfigured slightly to close
52 off the public space for off hour meetings. Upstairs could be used for storage, growth, meeting
53 space, etc. This option adds 770 square feet, renovates 244 square feet, and paints 800 square
54 feet. The cost is approximately \$325,512.
55

56 For each option Ms. Murray displayed drawings and computer generated renderings. She explained the area to
57 the south would be the best place to expand. She also displayed historic photos, noting the building was moved
58 across the green to its current location in 1955. Ms. Murray displayed current photos of the library, discussing
59 the overall condition of the building. She answered questions about the designs, the flooring, the footprint of
60 the building, and the entrance location. She also discussed historic preservation considerations that were
61 incorporated into the designs.
62

63 Ms. Murray displayed exterior images and photos of example designs. She discussed different materials used in
64 construction. She explained the structural upgrades were included in all three designs and the cost estimates at
65 approximately \$39,443. Ms. Murray explained how the work could be broken out into stages.
66

67 Mr. Irish said during an earlier meeting he got the sense there was interest in preserving the historic nature of
68 the building. He said one idea that was discussed was putting in a foundation, moving the building onto it, and
69 putting an addition on the north side. Ms. Murray said that was considered and the estimated costs were
70 \$25,000 to \$30,000. She noted considerations that made an addition to the south seem like the better option.
71 Ms. Jennifer Murray stated that the Structural Engineer thought moving the building would do more harm than
72 good. Mr. Irish supported Option 2, which preserves the character of the existing building. He discussed the
73 possibility of preserving the existing stairway for its historic value, noting his reasoning.
74

75 A library representative also supported Option 2, noting that adding a bathroom upstairs would provide a
76 segregated space and does everything they need. She discussed the other benefits of this design option. Mr.
77 Irish discussed the possibility of relocating the tower to include an accessible bathroom. Ms. Andrea Murray
78 agreed that could be considered. Ms. McMains asked where the children's space is located now. A library
79 representative responded they are upstairs and are run by volunteers.
80

81 Ms. Jennifer Murray noted that Option 2 is the only option where the front foyer is undisturbed. Ms. Andrea
82 Murray discussed code requirements. The two discussed the specifics of the design further. Ms. Andrea Murray
83 noted that the design options are interchangeable and flexible. Ms. King discussed the importance of preserving
84 access to the upstairs space. She also discussed the library's programs and needs.
85

86 Mr. Bartlett clarified that the Community Center is available for meetings anyway. Ms. Jennifer Murray
87 explained the reasons additional meeting space is needed. Ms. Andrea Murray discussed the accessibility rules.
88 Ms. McMains asked about the cost to add a bathroom upstairs. Ms. Andrea Murray estimated the cost at
89 approximately \$10,000. Ms. Jennifer Murray asked about the Structural Engineer's thoughts on the capacity of
90 the second floor. Ms. Andrea Murray explained it cannot exceed 49 people without another means of egress.
91 Ms. Jennifer Murray clarified the Engineer didn't have a high level of confidence regarding the second floor. Ms.
92 Andrea Murray explained the structural upgrades were included in all three options. She stressed the
93 importance of stabilizing the historic structure, discussing codes and construction methods.
94

95 Ms. Jennifer Murray asked for an objective point of view regarding locating the addition where it would not be
96 seen. Ms. Andrea Murray discussed additions to historic structures, noting rules and materials used to ensure
97 the historic structure remains the primary building. She noted the role of federal money in the applicability of
98 conditions.

99 Mr. Odit said one of the threshold questions was to find out if the community wants to invest in this building
100 and it sounds like it does. He explained the details do not have to be decided tonight, noting this is a

101 presentation. He said the Town will look at funding options and work to figure out the best solution. The
102 Selectboard, Mr. Odit, Ms. Jennifer Murray, and Ms. Andrea Murray discussed some design possibilities, working
103 in phases, and available funding.

104
105 Ms. Mercer asked why the tower could not be added to the north side. Ms. Andrea Murray said she could look
106 at that option, noting it would be close to the property line and there might be setback issues. She explained
107 the reasoning for choosing the south side. Mr. Odit noted that would change the ramp significantly. Ms. Andrea
108 Murray agreed and discussed how to approach a ramp on the north side. She explained what the lift is, noting it
109 is less expensive than a full elevator and requires less space. The Selectboard thanked Ms. Andrea Murray for
110 her presentation.

111
112 **3. Essex Rescue - Dan Manz.**

113 Mr. Manz acknowledged Jericho residents attending the meeting who are Essex Rescue members. He gave a
114 presentation about Essex Rescue discussing the following:

- 115 • Essex Rescue is an emergency medical services (EMS) system;
- 116 • Described what an EMS is;
- 117 • The history of EMS and how it has changed over the years;
- 118 • The foundation of Vermont's EMS;
- 119 • An increased focus on emergency care for children, organized care of trauma patients, strokes and time
120 sensitive specialty needs;
- 121 • Displayed a diagram of how a patient sees an EMS system;
- 122 • Response versus transporting patients;
- 123 • Access to system;
- 124 • Roles of different people in the system;
- 125 • How local communities support its EMS system;
- 126 • Noted some successes and challenges for Essex Rescue and its community;
- 127 • Emergency response partners;
- 128 • Strengths of Essex Rescue;
- 129 • Challenges and opportunities going forward; and
- 130 • What towns can do to make Essex Rescue a strong and sustainable service.

131
132 Mr. Manz said he would be back to share some incidence response data and thanked the Selectboard for their
133 time. The Selectboard thanked Mr. Manz for his presentation.

134
135 **4. Paul Luciano Basic Emergency Operations Plan.**

136 Mr. Luciano said he sent some changes during the day. He said the State asks the Selectboard Chair to sign off on
137 the Basic Emergency Operations Plan. He said the template will be smaller next year. Mr. Luciano explained
138 what is contained in the plan. Ms. McMains asked when the plan is needed. Mr. Luciano said the Town has to
139 update it once a year. The Selectboard and Mr. Luciano discussed what information the Town should maintain
140 and emergency notification of residents.

141
142 Mr. Nulty asked Mr. Luciano for his recommendation. Mr. Luciano asked the Selectboard to review the most
143 current version of the plan he sent. He said if the members are satisfied with it, the Chair should sign it and
144 forward it to the State. The Selectboard and Mr. Luciano discussed emergency preparedness. Mr. Luciano
145 discussed a new initiative from the American Red Cross to prepare the Town for an emergency, including
146 providing training. He said the Selectboard should consider it and discuss it at some point in the future. The
147 Selectboard thanked Mr. Luciano for his work.

148 **5. Request for Waiver of Zoning Appeal Fee - Richard Kemmer.**

Mr. Kemmer stated he lives across from Mt. Mansfield Union High School (MMU). He said he became aware that they want to replace the existing activity sign with an LED lighted sign. He discussed his efforts and the process to oppose the replacement, noting his frustration with the various levels of government involved. Mr. Kemmer discussed uses and permits. He stated that MMU is planning to move forward and install the new sign. Ms. Mercer clarified what is being considered. Mr. Kemmer discussed how the current sign works and the reasoning for the change. The Selectboard discussed who maintains the current sign.

Mr. Kemmer discussed Jericho sign regulations, noting the exceptions. He said the new proposed sign will violate the zoning regulations, explaining his reasoning. He stated MMU obtained a zoning permit, while exempt under the regulations, but it was recorded. Mr. Kemmer said the Zoning Administrator didn't approve or reject it. Mr. Odit said the Zoning Administrator determined it was exempt, which is a determination. Mr. Kemmer stated it is his belief the sign will violate three elements of the zoning regulations, so he is forced to take it to the Development Review Board (DRB).

Mr. Nulty clarified that legally if MMU is exempt, then the zoning rules don't apply. Mr. Kemmer said they still have to meet all the requirements. Mr. Odit clarified that Mr. Kemmer disagrees with the Zoning Administrator's determination and the DRB will make a determination. Mr. Kemmer requested a waiver of the appeal fee. Mr. Nulty asked what his argument for waiving the fee would be. Mr. Kemmer explained his reasoning. Mr. Nulty clarified what the issue before the Selectboard is, whether to waive the appeal fee. Mr. Nulty asked about the purpose of the appeal fee. Mr. Odit explained the reason for the fee. The Selectboard and Mr. Odit discussed the purpose of the fee.

On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard approved that Mr. Kemmer be required to pay the fee, but if he prevails and the DRB votes in his favor, then the fee will be refunded.** The motion passed 3-0.

Mr. Odit noted it is an appeal. Mr. Kemmer said it is interesting who can discuss what. The Selectboard thanked Mr. Kemmer for reading the regulations. Mr. Nulty clarified the roles of the Planning Commission, DRB, and Selectboard. The Selectboard discussed the possibility of Mr. Kemmer participating in a Town role.

6. Receipt of List of Unlicensed and Unvaccinated Dogs and Wolf-hybrids.

Ms. Alexander provided the Selectboard with a list of unlicensed and unvaccinated dogs and wolf-hybrids. She said the list, updated today, is down to 88 dogs, noting that six have never registered or not registered last year. Ms. Mercer asked how she knows about the six dogs. Ms. Alexander explained how the lists are compiled and the licensing process. She compared the number on this year's list to the number the previous year, noting that only 25% are repeated.

Ms. Mercer clarified whether they have to have vaccinations to be registered. Ms. Alexander discussed the rules, including an exception. Mr. Nulty asked about owner liability. Ms. Alexander answered, saying she is not sure what the Town's liability would be since it has made attempts to get them licensed. She discussed the trends in the number of dogs licensed over the last few years. She also discussed the notification process and timing. The Selectboard members discussed the importance of registration and vaccinations.

On a **motion** by Ms. Mercer, seconded by Ms. McMains, **the Selectboard forwarded the list of unlicensed and unvaccinated dogs and wolf-hybrids to the Dog Warden with the instruction that any such dogs or wolf-hybrids found running-at-large be impounded and send out sample warrant.** The motion passed 3-0.

196 **Permanent Placement of Radar Feedback Signs in Jericho Center.**

197 The Selectboard commented on the data provided. Mr. Odit stated that based on the concerns in the Jericho
198 Center area, where the majority of pedestrians are crossing a major road, and the time involved in moving the
199 signs around, it would be most beneficial to install them permanently in Jericho Center. He said the estimated
200 cost for the solar conversion kit is \$2,000 for both signs. Ms. McMains and Mr. Odit discussed the cost.

201
202 Mr. Nulty clarified with Mr. Odit that he is suggesting not moving the signs. Mr. Odit stated they can still be
203 moved. The Selectboard and Mr. Odit discussed permanent placement of the signs. Mr. Odit explained his
204 reasoning. Mr. Nulty said he likes the idea of the signs in Jericho Center, but he does not like that they would not
205 be anywhere else. Mr. Odit noted that two will be added on River Road near Browns River Middle School as part
206 of the Safe Routes to School program. The Selectboard and Mr. Odit discussed other areas in Town where the
207 signs would make sense. They also discussed purchasing additional signs and the responsibility of moving and
208 charging them.

209
210 Mr. Odit and the Selectboard discussed the costs of additional signs. Ms. Mercer suggested solving the problem
211 of time and difficulty moving the signs around, rather than placing them permanently in Jericho Center. Mr.
212 Nulty suggested placing two permanently in Jericho Center and purchasing two to move around Town. The
213 Selectboard discussed the possibilities and costs involved. Ms. Mercer discussed the reasoning for additional
214 pedestrians in Jericho Center. Ms. McMains noted that this is a cheap solution that will do something for the
215 area since it will take longer to implement the students' designs. The Selectboard discussed the cost and
216 mobility of the signs.

217
218 On a **motion** by Mr. Nulty, seconded by Ms. McMains, **the Selectboard approved ordering solar panels to**
219 **convert the current radar feedback signs and noted that permanently placement the signs in Jericho Center**
220 **depends on a solution for the rest of the Town.** The motion passed 3-0.

221
222 Mr. Nulty said the book is open for solutions for the rest of the Town, noting he thinks permanent signs in the
223 problem spots are an inexpensive solution. The Selectboard discussed the matter further. Mr. Schermer
224 expressed concern that although the mid-street signs have slowed traffic near the store, traffic is still going fast
225 at both ends. The Selectboard and Mr. Odit discussed the data recorded by the signs and the placement of the
226 signs. Mr. Schermer suggested placing the signs where the speed limit becomes 25 mph. Mr. Odit discussed the
227 reasoning for the placement, noting that most of the pedestrian activity occurs in front of the store.

228
229 Mr. Schermer said he does not want to imply that he does not appreciate what has been done, but the parking
230 across from the store is still a dangerous situation. Mr. Odit discussed some options being considered to try to
231 make the parking situation safer. Ms. Mercer asked when the business owner gets involved, since these are
232 public resources and the concern is parking for the store. Mr. Nulty clarified the concern is for the patrons of
233 the store. The Selectboard discussed the parking situation further. Mr. Nulty asked to see a design and Mr. Odit
234 said he would bring one back. Mr. Schermer expressed concern that the crosswalks are not very well marked,
235 noting the idea of moving the crosswalk toward the middle is not done and it is inexpensive. Mr. Odit said he is
236 working on getting the painting done.

237
238 **7. Approve Fiscal Year 2014 Sheriff Contracts.**

239 Mr. Nulty stated the item was not on the public agenda, so no action could be taken. Ms. McMains asked about
240 the price. Mr. Odit responded that fuel costs are up. The Selectboard agreed they are not opposed, but the item
241 was not warned.

242
243 **8. Approve Certificate of No Appeal or Suit Pending.**

244 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard approved the Certificate of No Appeal**
245 **or Suit Pending pertaining to the 2011 and 2012 grand list as lodged by the Listers.** The motion passed 3-0.

246 **9. Appoint Regional Planning Commission (RPC) Representatives.**

247 The Selectboard discussed appointments to the RPC committees.

248

249 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard appointed Ms. McMains as the**
250 **representative for Jericho to the Chittenden County Regional Planning Commission (CCRPC), with first**
251 **alternate Ms. Mercer and second alternate Mr. Nulty.** The motion passed 3-0.

252

253 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard appointed Jennifer Murray as**
254 **representative and Todd Odit as alternate to the Transportation Advisory Committee (TAC).** The motion
255 passed 3-0.

256

257 **10. Approve minutes of 4/18/2013 and 6/6/2013.**

258 On a **motion** by Ms. Mercer, seconded by Mr. Nulty, **the Selectboard approved the minutes of 4/18/2013 as**
259 **written.** The motion passed 2-0; Ms. McMains abstained. On a **motion** by Ms. McMains, seconded by Ms.
260 Mercer, **the Selectboard approved the minutes of 6/6/2013 as written.** The motion passed 3-0.

261

262 **11. Other Business.**

263 Ms. McMains asked if the Town will apply for Federal Emergency Management Agency (FEMA) funding for the
264 recent flooding. Mr. Odit said yes.

265

266 Ms. McMains asked whether there is anything in the pipeline for municipal planning grants. Mr. Odit said he
267 doesn't know, noting they are managing several grants right now. Ms. McMains noted the emphasis given to
268 by-law updates. Mr. Odit said Ms. Murray has some ideas.

269

270 Ms. McMains stated people have discussed the change to the tax stabilization program with her. She noted
271 they are concerned about the changes and we should think about the transition. Mr. Odit said they have held
272 one meeting with the State about the Current Use program and they plan to have more. Ms. McMains
273 discussed the concerns expressed to her.

274

275 Ms. Mercer asked for an update on the pedestrian bridge. Mr. Odit said it may not happen this season. He
276 stated the State is in the right of way phase now, noting the last he heard was that they haven't spoken with the
277 property owner in a few months. He said the money is still in the budget, so it can happen once everything is
278 worked out. The Selectboard expressed disappointment and discussed possible ways to move forward. The
279 Selectboard and Mr. Odit discussed the matter further. Mr. Odit explained the steps that need to occur prior to
280 construction.

281

282 Mr. Nulty asked whether the reason the speed tables are less expensive is because they are being done at the
283 same time as the paving. Mr. Odit answered yes. Mr. Nulty clarified that if the Town waits, we would incur
284 additional cost. Mr. Odit answered yes, discussing the reasoning. Mr. Nulty and Mr. Odit discussed the
285 difference in price compared to the estimates obtained for Jericho Center. Ms. Mercer said there are a lot of
286 other pieces to traffic calming and argued that the speed tables should be postponed. Mr. Nulty read from the
287 letter received and discussed the difference between speed tables and speed bumps.

288

289 The Selectboard and Mr. Odit discussed the speed and signage for the design on Skunk Hollow Road. They also
290 discussed whether it would be more difficult to put in the speed tables later or to remove them if they did not
291 work out. Ms. Mercer noted strong concerns have been brought to her attention. Mr. Nulty discussed an
292 example of a controversial design that was successfully implemented previously. The Selectboard discussed the
293 matter further, including cost estimates. Mr. Nulty gave Ms. Mercer his word that if the speed tables are not
294 working out after 18 months, they will be removed. The Selectboard continued discussion, including hearings
295 held and public participation in the process.

296 **12. Approve Warrants of 6/14/2013.**

297 The Selectboard members present signed the warrants.

298

299 On a **motion** by Ms. McMains, seconded by Ms. Mercer, **the Selectboard entered Executive Session at 10:05**
300 **p.m.** The motion passed 3-0.

301

302 On a **motion** by XX, seconded by XX, **the Selectboard exited Executive Session at x:xx p.m.** The motion passed
303 3-0.

304

305 On a **motion** by XX, seconded by XX, **the Selectboard adjourned at x:xx p.m.** The motion passed 3-0.

306

307 Respectfully Submitted,

308 Amy Richardson

1 **Minutes 7/11/2013**

2
3 **Selectboard Meeting**
4 **July 11, 2013 at 7:00 p.m.**
5 **Jericho Town Hall, 67 Vermont Route 15**
6

7 **Members present:** Kim Mercer (Chair), Tim Nulty
8

9 **Others present:** Todd Odit (Town Administrator), Chris Kiegle, Keith Peden, Chris Jensvold
10

11 The public hearing was called to order by Ms. Mercer at 7:03 p.m.
12

13 **1. Public Comment.**

14 Mr. Kiegle asked about work planned for Pratt Road, noting they are grateful for the work being done. He also
15 asked about the runoff from Bolger Hill Road. He stated it has increased over the last few years and asked about
16 maintenance of the culverts and drainage. Ms. Mercer noted a transportation study will be conducted that will
17 help prioritize road work going forward. Mr. Nulty said there has been a lot of damage and the Town is trying to
18 handle it as best it can. Mr. Odit said the culvert on Pratt Road that is plugged will be replaced. Mr. Kiegle
19 clarified which culver will be replaced. Mr. Odit discussed the location.
20

21 Mr. Kiegle and Mr. Peden discussed other culverts on Pratt Road with Mr. Odit, noting which areas flooded. Mr.
22 Nulty noted the scale of damage has not been experienced previously. He said a comprehensive plan is not yet
23 in place. Those present discussed stormwater and drainage. Mr. Odit said culvert cleaning and replacement will
24 be factored into the next budget.
25

26 **2. Acceptance of Skunk Hollow Paving/Speed Table Bid.**

27 Mr. Odit said the project was put out to bid following the May rainfall event, but before the June and July
28 events. He discussed the bidding pieces and road damage impact on the project. He talked about drainage on
29 Skunk Hollow Road, noting some upcoming meetings he will participate in. Mr. Odit noted one culvert that
30 needs replacement before beginning work on the project. He discussed estimates received to do the work the
31 road crew is unable to do this year as a result of the storm damage. He stated he is uncomfortable moving
32 forward with the project this year.
33

34 Mr. Odit stated the Town did receive the grant, but the work does not have to be done this year. He proposed
35 postponing the project, saying it could be done early next summer or the beginning of the next fiscal year. The
36 Selectboard agreed that fixing the damaged roads are the priority as long as the grant money is not lost. Mr.
37 Odit discussed potential impact to bids, which he is following up on.
38

39 **3. Acceptance of Skunk Hollow Splitter Island and Related Work Bid.**

40 Ms. Mercer tabled discussion since the project is being postponed.
41

42 **4. Acceptance of STP SDWK (2) Palmer Lane to Underhill Sidewalk Construction Bid.**

43 Mr. Odit said although only one bid was submitted, it was almost \$13,000 less than the engineers estimate. The
44 Selectboard and Mr. Odit discussed the bid.
45

46 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard accepted the bid from Don Weston in the**
47 **amount of \$107,949 for construction services for the Palmer Lane to Underhill (STP SDWK (2)) sidewalk**
48 **project.** The motion passed 2-0.
49

50 **5. Acceptance of Sherriff Patrol Contract for Fiscal Year 2014 (FY14).**

51 Mr. Odit discussed the contract with the Chittenden County Sherriff's Department, noting the hourly rate
52 increased \$2 an hour. He and the Selectboard discussed the budget impacts and hours worked versus budgeted.

53
54 On a motion by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved the proposed contract with the**
55 **Chittenden County Sherriff's Department for traffic enforcement in FY14.** The motion passed 2-0.

56
57 **6. Acceptance of Vermont State Police Patrol Contract for FY14.**

58 Mr. Odit discussed the contract with the Vermont State Police, noting hours and hourly rate depends on
59 availability. He and the Selectboard discussed the budget impacts and hours worked versus budgeted. Ms.
60 Mercer asked why they are paid over time for scheduled hours. Mr. Odit explained how the patrols work. The
61 Selectboard discussed the matter further with Mr. Odit. Mr. Odit discussed the changes in coverage over the
62 past few years.

63
64 A member of the public asked about the radar enforcement signs. Mr. Odit and the Selectboard discussed the
65 radar feedback signs, noting they are being moved around and the Town plans to purchase some additional signs
66 to cover more areas in Town. Ms. Mercer asked Mr. Odit about reassigning responsibility for moving the signs.
67 Mr. Odit said both he and the road crew have been busy with other things. A member of the public discussed
68 other effective mechanisms for speed control with the Selectboard.

69
70 On a motion by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved the proposed contract with the**
71 **Vermont State Police for traffic enforcement in FY14.** The motion passed 2-0.

72
73 **7. Approval of Highway Job Descriptions and Employee Classifications.**

74 Mr. Odit presented four job descriptions for the four positions within the Highway Department. He discussed the
75 differences between the levels. He said there have not been job descriptions previously. Mr. Odit discussed the
76 operation of the department and made recommendations for the Selectboard's consideration. The Selectboard
77 and Mr. Odit discussed the matter further. They also discussed whether to fill the Road Commissioner position
78 and possible training opportunities. Mr. Odit and the Selectboard discussed a possible future position and
79 qualifications needed. Mr. Odit asked the Selectboard for approval to advertise for an additional position within
80 the Highway Department, discussing the reasoning.

81
82 On a motion by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved the proposed Highway**
83 **Department job descriptions and the proposed assignment of those descriptions to existing employees as**
84 **presented.** The motion passed 2-0.

85
86 Ms. Mercer suggested that the employees sign the job description and include a copy in their personnel file. Mr.
87 Odit agreed.

88
89 On a motion by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard authorized the Town Administrator to**
90 **advertise for a Highway Maintenance Level 2 position.** The motion passed 2-0.

91
92 **8. Approval of FY14 Tax Rate.**

93 Mr. Odit discussed the estimated FY14 tax rates, noting the following:

- 94 • General Fund tax rate of \$0.4469 is a 1.3% decrease over the FY13 rate of \$0.4528.
- 95 • Local Agreement rate of \$0.0116 is a 2.65% increase over the FY13 rate of \$0.0113.
- 96 • Total Town Tax rate of \$0.4585 is a 1.2% decrease over the FY13 rate of \$0.4641.
- 97 • Homestead rate of \$1.3869 is a 6.2% increase over the FY13 rate of \$1.3054.
- 98 • Non-residential School tax rate of \$1.4401 is a 3.86% increase over the FY13 rate of \$1.3865.

100 Mr. Odit discussed the reasons for the changes in rates. He said the primary reason for the reduction is the
101 budget was approved at Town Meeting with a deficit, with the refund from the Vermont State Police being used
102 to reduce the tax rate. He noted the school tax rates are determined by the State. The Selectboard and Mr. Odit
103 discussed the estimated changes in tax rates.

104

105 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard adopted a General Fund tax rate of**
106 **\$0.4469 and a Local Agreement rate of \$0.0116 for a Total Town tax rate of \$0.4589.** The motion passed 2-0.

107

108 **9. Approval of Basic Emergency Operations Plan.**

109 Mr. Odit presented the Basic Emergency Operations Plan to the Selectboard. The Selectboard members noted
110 some corrections to contact information. The Selectboard and Mr. Odit discussed the plan and its intended use.
111 Mr. Nulty suggested meeting informally as a community to ensure there is an effective plan in place. Mr. Odit
112 agreed that is important. Mr. Jensvold noted that in an emergency situation, the Skunk Hollow Road design for
113 traffic calming will impede response time. The Selectboard and Mr. Jensvold discussed the difference between
114 speed tables and speed bumps.

115

116 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved the Basic Emergency Operations**
117 **Plan as amended.** The motion passed 2-0.

118

119 **10. Approve minutes of ~~6/6/2013~~, ~~6/14/2013~~, ~~6/19/2013~~ and ~~6/20/2013~~.**

120 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard approved the minutes of 6/6/2013,**
121 **6/14/2013 and 6/19/2013 as written.** The motion passed 2-0. **The Selectboard tabled approval of the minutes**
122 **of 6/20/2013.**

123

124 **11. Other Business.**

125 Mr. Odit and the Selectboard discussed the meeting schedule.

126

127 **12. Approve Warrants of ~~6/28/2013~~ and ~~7/12/2013~~.**

128 The Selectboard members present signed the warrants.

129

130 On a **motion** by Mr. Nulty, seconded by Ms. Mercer, **the Selectboard adjourned at 8:01 p.m.** The motion
131 passed 2-0.

132

133 Respectfully Submitted,

134 Amy Richardson